



QUEENS' SCHOOL

Dare to be Great

Infection Control Policy

1. Introduction

This policy has been written following guidance from Hertfordshire County Council, Children Schools and Families (HCC CSF) regarding infection control planning. Queens' School has adopted the policy that can be read in full on the Herts Grid website under Health and Safety Guidance.

2. Aim

This policy aims to provide the school community with guidance when preparing for, and in the event of, an outbreak of an infection such as pandemic influenza.

It contains a checklist of actions to aid planning and preparing for an outbreak of pandemic influenza and clarifies communication procedures.

3. Principles

The school recognises that infections such as influenza pandemics are not new. No-one knows exactly when the school will be faced with having to deal with a potentially contagious illness amongst its community. We recognise the need to be prepared.

Infections are likely to spread particularly rapidly in schools and as children may have no residual immunity, they could be amongst the groups worst affected. We recognise that closing the school may be necessary in exceptional circumstances in order to control an infection. However we will strive to remain open unless advised otherwise.

Good pastoral care includes promoting healthy living. School staff will give students positive messages about health and well being through lessons and through conversations with students.

4. Planning and Preparing

In the event of the school becoming aware that a student or member of staff has an infectious illness we would inform the relevant authorities. Alternatively they may contact the school to advise us that a student or member of staff has sought medical attention and has been diagnosed as having an infectious illness.

During an outbreak of an infectious illness such as pandemic influenza the school will seek to operate as normally as possible but will plan for higher levels of staff absence.

The decision on whether school should remain open or close will be based on medical evidence. This will be discussed with the Government's Health Protection Agency.

It is likely that school will remain open but we recognise the fact that both the illness itself and the caring responsibilities of staff will impact staff absence levels. The school will close, at least to non-examination classes, if lessons cannot be staffed or there is not adequate supervision for the students. Students will be asked to complete work whilst they are at home.

5. Infection Control

Infections are usually spread from person to person by close contact, for example:

- Infected people can pass a virus to others through large droplets when coughing, sneezing or even talking within a close distance.
- Through direct contact with an infected person: for example, if you shake or hold their hand, and then touch your own mouth, eyes or nose without first washing your hands.
- By touching objects (e.g. door handles, light switches) that have previously been touched by an infected person, then touching your own mouth, eyes or nose without first washing your hands. Viruses can survive longer on hard surfaces than on soft or absorbent surfaces.

Staff and students are given the following advice about how to reduce the risk of passing on infections to others:

- Wash your hands when practicable after coughing, sneezing or blowing your nose.
- Minimise contact between your hands and mouth/nose, unless you have just washed your hands.
- Cover your nose and mouth when coughing or sneezing.
- Not to attend school if you think you may have an infectious illness, or may have had one within the last 48 hours.
- Ask to go to the medical room if you feel ill during the day. Your parents will be contacted if you are not well enough to be in school.

These messages are promoted through posters around the school, in assemblies and through Personal and Social Education lessons.

6. Support for staff, students, parents and carers

The school has a full-time Matron who assesses students and staff before recommending further action. Individuals who are believed to have an infectious illness are sent home and are advised to contact their GP or local hospital. 111 is the NHS non-emergency number.

7. Monitoring and evaluating

Senior staff and Governors will evaluate the effectiveness of the policy and agree adjustments that may be necessary to address any current concerns. These will be shared with staff, parents/carers and students.

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Queens' School (Bushey) Ltd (registered number: 076506090)