



Body Fluid Spillage Policy

Introduction

Blood and bodily fluids (e.g. faeces, vomit, urine, nasal and eye discharge) may contain viruses or bacteria capable of causing disease. It is therefore vital to protect both yourself and others from the risk of cross infection. In order to minimise the risk of transmission of infection, both staff and pupils should practise good personal hygiene and be aware of the procedure for dealing with body spillages. This document is to be used in conjunction with [Public Health England: Guidance on infection control in schools and other childcare settings \(September 2014\)](#).

There is a clinical waste bin for disposal of Body Fluids in the staffroom, behind the door and the spare yellow bags are kept in the First Aid cupboard outside the staffroom.

In the event that a child vomits on a classroom surface or if there is a problem with other body fluids, staff are advised to contact the caretaker to clean up the area appropriately, but **the initial clean-up of the situation may have to be carried out by the person(s) who is at the scene of the incident** if the caretaker is not immediately available. The following procedure should be followed:

Body Fluid Spillage Clean-Up Procedure

1. **“Screen and clean”**- cordon off the area so that children cannot touch the area being treated. This may involve screening it with furniture and rethinking how children can get round it or access what they need etc. **Make sure that any staff in the classroom or nearby area know that you have done this so that they can instruct children accordingly.** Keep it screened until the clean-up is completed. If the area is in the toilets, children should be removed from the toilet area and the door into the area locked using the bolt. All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately. Put out a hazard sign before cleaning commences.
2. Put on disposable gloves from the nearest first aid kit and wear a disposable apron.
3. Place absorbent towels over the affected area and allow the spill to absorb.
4. Wipe up the spill using these and then place in a bin (which has a bin liner).
5. Put more absorbent towels over the affected area until the area can be cleaned.
6. The contaminated paper towels need to be placed in a bin with a bin liner, tied up and ideally put in a yellow bin bag or double bagged and put in an outside bin.
7. If the spillage has been quite extensive then the area may need to be closed off until the area can be cleaned correctly.

8. Once the bodily fluid has been removed, a non-carpeted area can be cleaned using the **RED BUCKET & RED MOP**. Clean using a product that combines both a detergent and a disinfectant. Use as per manufacturer's instructions and ensure it is effective against bacteria and viruses and suitable for use on the affected surface. A carpet may need to be cleaned by the caretaker with the appropriate machine.
9. The area should be ventilated and left to dry.
10. All reusable cleaning equipment needs to be appropriately disinfected according to the manufacturer's instructions.
11. Anyone involved in cleaning up the spillage must wash their hands.

Please note that:

- Depending on the time of day or access needed, if the area can be cleaned when children have left the area, then it is best to leave it until then.
- The bin that has had the soiled paper towels put in needs to be tied up and ideally placed in the clinical waste bin or double bagged and put in an outside bin.
- Any article of clothing that has been contaminated with the spill should be wiped clean and then put in a plastic bag and tied up for the parents to take home.
- Any soiled wipes, tissues, plasters, dressing etc. must ideally be disposed of in the clinical waste bin (yellow bag). If not available then the gloves being used need to be taken off inside out so that the soiled item is contained within them. This can be placed in a sanitary waste disposal bin which is regularly emptied.

Policy author	S. Kay-Wood
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Equality Analysis Impact

This policy has been written with reference to and in consideration of the school's Equality Policy.

Does the policy have an adverse effect on employees, pupils or the wider community and therefore have a significant effect in terms of equality? NO

Does the policy have an adverse effect upon a group with protected characteristics? (sex, race, religion or belief, disability, sexual orientation, gender reassignment, pregnancy or maternity, age) NO

Any questions or concerns regarding this policy should be made to the headteacher.