



<b>HEALTH CENTRE PROCEDURE MANAGEMENT OF INFECTION</b>		
Document # <b>0006</b>	<b>Procedure for the Management of Infection at PLC</b>	Print Date: <b>1 June 2016</b>
Revision #	Prepared By: <b>Angela Pieterse</b>	Date Prepared: <b>1 June 2016</b>
Effective Date: <b>9 March 2020</b>	Reviewed By: <b>Angela Pieterse</b>	Date Reviewed: <b>4 March 2020</b>
Standard: <b>PLC Health Centre Procedure</b>	Approved By: <b>Angela Pieterse</b>	Date Approved: <b>1 June 2016</b>

**Policy:**

School follows guidelines for school nursing section 5 of manual

**Purpose:**

Under the *Work Health and Safety Act 2011* to prevent injury and illness in the workplace. The PLC is committed to minimising the risk of exposure of staff, students and others to infectious disease agents.

The school community is made aware of practical measures to reduce the spread of disease and infection.

The school community is made aware of when their daughter is too sick to be at school

**Scope:**

School Nurses are to be made aware of this procedure.

Other Staff to be aware of good hand washing and methods of reducing spread of infection

Parents are made aware of their responsibilities when not to send their daughter to school

**Responsibilities:**

Teaching staff - to encourage hand washing and teaching good cough/sneezing hygiene.

Teachers have the responsibility and right to send home students that are unwell.

School Nurse: provide sanitising gel to boarding house and dining hall.

## **DEFINITIONS**

### **Standard Precautions**

Precautions taken to reduce the risk of transmission of micro-organisms from known and unknown sources of infection. This includes handwashing, and when appropriate the use of aseptic technique, respiratory hygiene including cough etiquette and face masks, safe disposal of sharps, safe handling of waste and used linen and routine environmental cleaning.

### **Hand Hygiene**

Is a general term that applies to handwashing, antimicrobial hand wash, antimicrobial hand rub such as Aqium, or surgical hand antiseptics. Good handwashing protects against the spread of many illness including gastroenteritis and the common cold.

### **PPE – personal protective equipment**

Refers to a variety of protective barriers used alone, or in combination, to protect mucous membranes, skin, and clothing from contact with recognised and unrecognised sources of infectious agents in healthcare settings.

### **ROUTINE CLEANING**

Using a TGA approved cleaning detergent and making sure surface is dry after clean

### **DISINFECTION CLEANING**

Using a TGA approved disinfectant of surfaces that causes the destruction of pathogenic and other kinds of micro-organisms.

### **CLOSE CONTACT**

Greater than 15 minutes of face to face with infected person within 24 hours before symptoms

### **CASUAL CONTACT**

Less than 15 minutes of face to face or two hours in a closed space

## **PROCEDURES**

### **1. General Practices at PLC**

- Promoting good hand washing techniques
- Use of an antiseptic hand wash is appropriate areas and appropriate personal protection equipment (PPE) when necessary
- Respiratory hygiene. Teaching staff and students hygienic coughing, sneezing and nose blowing

- Workplace is clean and hygienic. Regular disinfection of surfaces and objects during infectious outbreaks.
- Appropriate waste disposal
- Exclusion of students with infectious diseases following NSW Health guidelines and after diagnosis by a doctor.

**2. Procedure for a Public Health Emergency**

- Directions will be taken from NSW Government Population Health
- Discuss issue with School Doctor
- Notify Principal
- Plan management of outbreak including directions from Public Health
- Manage Staff
- Management of where Isolation/Quarantine area would be located

**3. What to do in the event of a sharps/needle stick/splash exposure**

- Refer to Guidelines for School Nursing - Infection control – pg. 4

**4. Implement an infection control program includes:**

- Risk management
- Standard precautions - ensure education, how, when
- Provision of facilities, amenities and equipment
- Protocols for infection control
- Vaccination and immunisation
- Education and training for staff, parents and students.
- Accurate records of training
- The [Infection Control Guideline](#) provides practical advice on how to implement this procedure.

<b>Current table for current outbreak - 2020 COVID 19</b>
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<p><b>PHASE ONE - WHAT TO DO NOW</b></p> <ul style="list-style-type: none"> <li>● Update school PLC Armidale Preventing Infectious Disease protocol document and Hand washing protocol at executive meeting.</li> <li>● Lions Roar article: reminder for when to send daughters to school and include information about COVID 19 including symptoms - dry cough and fever - stay at home with unwell and have had to use analgesia to mask symptoms</li> <li>● Look through and plan using Health Centre Procedure - Infection control (this document)</li> <li>● Standard Precautions <ul style="list-style-type: none"> <li>○ Handwashing presentation to students - educate for a behaviour change (not many girls are washing their hands well at present - demonstration in pastoral care sessions</li> <li>○ Monitor by teachers for handwashing before all meals.</li> <li>○ Dining Hall layout to support hand washing habit</li> <li>○ Week 9 - boarders - doing agar plates in evening to help students understand the importance of handwashing</li> </ul> </li> </ul>
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- Increased hand washing stations - currently looking at options and speaking with maintenance staff - options a bowl, stations made by maintenance, using current basins and spreading out time for all students to use facilities
- Posters for hand and respiratory hygiene around school -colouring sheets for primary students
- Angela in conversations with Jodi - What are the cleaners doing now. When and what areas need an increase. e.g. House Mother desk
- Start planning - how and where would we isolate students - at present for this term looking at dorm four in Austin for start. If a serious issue in Term 2 - Austin students move to Hilton and use Austin as isolation area
- Consider staffing and movement of students around town, state, etc.
- Check supplies of sanitising gel and other PPE - (note - currently low supplies of masks and sanitising gel available)

#### **PHASE TWO - IF CORONAVIRUS COMES TO ARMIDALE**

- Staff to supervise all hand washing before all meals
- Staff to talk to students with small reminder list of handwashing and respiratory hygiene, not to be at school if sick at all every morning at P1 or pastoral care
- staffing - who, when, extras
- firm plan for isolation of students
- letter to parents - all student boarders (except OS) or day students will be sent immediately home if any respiratory illness
- check supplies of sanitising gel and other PPE
- Increased cleaning

#### **PHASE THREE - IF CORONAVIRUS IS AT PLC ARMIDALE**

- Liaise with and follow NSW HEALTH AND GOVERNMENT DIRECTIONS phone on 67648000
- Commence a line listing
- Isolation, separate ill students and staff
- Staff - implement a roster to manage staff
- How to feed students when many students are in isolation?

### **Management and caring for students with Infectious disease**

- PROTECT YOURSELF - PERSONAL PROTECTION EQUIPMENT, HAND AND RESPIRATORY HYGIENE
- Wash your hands on entry and leave the Isolation Room.
- Consider respiratory hygiene
- Isolate student in Isolation room
- Notify parents and communicate throughout students' illness. Send home if illness needs an exclusion period or for serious illness
- DOCTORS review and diagnosis of illness
- Put up "No Entry" signs up i.e. no other girls to go into that room– student has her own toilet/ shower; student has her meals in the isolation room

- Talk to the student about what it means to be in 'isolation' including hand and respiratory hygiene
- Look after student in isolation while at PLC
  - Keep hydrated - ensure student has a water bottle –
  - Paracetamol for headache and or high fever
  - Check on Student regularly using PPE if required each time
- R/V by Doctor if - high fever above 39C and dry cough or looks very unwell and/or concerned.

**5. Preliminary Infection control procedures for outbreaks particularly flu:**

- Confirmation of what pathogen is responsible for outbreak
- Minimum of standard precautions - see definition
- Isolation of unwell students
- Droplet precautions
- Hand and Respiratory hygiene.
- Staff management.
  
- Notification to Population health if three or more confirmed cases of Influenza or other infectious disease notify depending on pathogen.

**6. Guidelines for when a student is too sick for school.**

<b>SYMPTOMS</b>	<b>CAN BE AT SCHOOL – BEST PRACTICE</b>
Fever over 38c	Fever free for 24 hours and is receptive to drinking and eating. Children are considered contagious when they have a fever.
Vomiting more than once in 24 hours	Has not vomited in over 24hrs
Diarrhoea more than twice in 24hrs	No diarrhoea in over 24hrs
Sore throat with headache, swollen glands and stomach ache	Feeling well or 24hrs after starting antibiotics if required
Stomach ache with vomiting and diarrhoea	Has been free of symptoms for 24hrs
Colds with persistent phlegmy cough including wheezing, chills and fever	Feeling better
Child is lethargic	24rs after they start to feel better
Eyes with yellow or green discharge	24hrs after starting antibiotics.
Contagious rash	As per NSW health guidelines or LMO

This health centre procedure must be read and interpreted alongside legislation and NSW Health Circulars.

- Health Practitioner Regulation National Law Act (NSW) No 86a
- Public Health Act (NSW) 2010
- Food Act (NSW) 2003
- Privacy Act (Commonwealth) 1988
- Health Records and Information Privacy Act (NSW) 2002
- Therapeutic Goods Act (Commonwealth) 1989
- Schedule 3
- Code of Conduct of the Public Health Regulation (NSW) 2012
- Work Health and Safety Act (NSW) 2011

**Relevant Circulars from NSW Health**

PD2007\_036            Infection Control Policy

[http://www0.health.nsw.gov.au/policies/pd/2007/pdf/PD2007\\_036.pdf](http://www0.health.nsw.gov.au/policies/pd/2007/pdf/PD2007_036.pdf)

PD2010\_058            Hand Hygiene Policy

[http://www0.health.nsw.gov.au/policies/pd/2010/pdf/PD2010\\_058.pdf](http://www0.health.nsw.gov.au/policies/pd/2010/pdf/PD2010_058.pdf)

Infection prevention and control policy 7/07/2017

[http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2017\\_013.pdf](http://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2017_013.pdf)