

HYGIENE PRECAUTIONS AND PROCEDURES

The Board of Education, in order to promote and ensure the health and safety of all students and staff, adopts the following policy on hygiene and sanitary procedures. Such procedures shall be implemented for the purpose of insuring the health and safety of pupils and staff in relation to the exposure of blood and other body fluids.

To prevent and/or minimize the transmission of contagious or communicable diseases or infections within the school community, all employees of the school district shall utilize appropriate precautions when providing first aid or otherwise dealing with situations that involve exposure to blood and other body fluids. Such precautionary measures will be followed uniformly in all instances and shall be applicable in all buildings and facilities throughout the school district.

The Superintendent of Schools shall develop appropriate procedures to implement this policy and inform all staff of such procedures and ensure compliance with them. Any employee who fails to utilize the procedures specified in this policy may be subject to disciplinary procedures.

This policy shall be subject to the regulations adopted by the Commissioner of the State Education Department.

Reference: Education Law § 409

Revised: November 20, 2001

HYGIENE PRECAUTIONS REGULATION

The following procedures shall be followed by all employees when providing first aid or otherwise dealing with situations where there is the possibility for exposure to or contact with blood or other body fluids.

1. Except in extraordinary, life-threatening circumstances, all employees must wear rubber gloves to prevent contact with blood or other body fluids when treating or cleaning open cuts, scrapes, abrasions, etc., or spills of blood or other body fluids.
2. All spills of blood or other body fluids should be cleaned up first with soap and water and then with a 1:100 solution of household bleach or 70 percent (70%) alcohol prep pads. Gloves shall be worn throughout the cleanup process.
3. If possible, feces should be disposed of in a toilet with normal flushing. All disposable materials, including gloves and contaminated materials used in the cleanup process, should be placed in a plastic bag and sealed. The sealed plastic bag should then be placed in a second plastic bag and disposed of properly.
4. Mops and reusable items used to clean up spills should be disinfected with the bleach solution and washed out before storage or reuse.
5. Toys and/or other personal non-disposable items should be cleared with warm, soapy water and disinfected with the bleach solution before reuse by another person or being stored away. A normal laundry cycle is adequate for other non-disposable items, including clothing. It is recommended that all non-disposable items be double bagged until they can be cleaned.
6. All persons must wash their hands with soap and water after cleaning up any spill of blood or other body fluid.
7. A supply of rubber gloves, bleach solution or 70% alcohol towelettes, and plastic bags ("hygiene kits") shall be maintained in each classroom and in all other locations within the school district where a potential for direct exposure to blood or other body fluids exists, such as the gym, cafeteria, maintenance facility, bus garage, etc. The teacher or supervisor shall periodically check the status of each hygiene kit in the area for which she/he is responsible. Bleach solutions will be replaced at least once each semester. An additional supply of rubber gloves shall be maintained in the health office or custodial office in each school building or in the appropriate supervisor's office at other locations.