

Hygiene Etiquette



Bracknell Primary School



As a result of advice from health experts as outlined in the Department of Education “Infection Prevention & Control Guidelines ” Bracknell Primary has developed a Hygiene Etiquette policy.

RATIONALE

Infections are caused by micro-organisms (or germs). These include viruses, bacteria, protozoa and fungi.

Germs are not visible to the naked eye. Many survive and multiply on and in our bodies. Some can survive and multiply in the environment. Germs can be transmitted in various ways depending on the particular germ:

- Directly between people via coughing and sneezing, or by blood or body fluids that come into contact with broken skin or mucous membranes such as the lining of the mouth or eyes.
- Indirectly via surfaces, items, food or water that are contaminated with germs.

Germs enter the body by being breathed in, being swallowed or via damaged skin or mucous membranes.

Good hygiene and basic infection control procedures help to reduce the risk of transmitting germ. These precautions were originally devised for use in health care and are known as Standard Precautions, but can be adapted for use in a variety of settings.

POLICY STATEMENT

To support the maintenance of health and safety for all students at Bracknell Primary School.

HAND HYGIENE

Hand Hygiene refers to hand washing and/or the use of alcohol hand rubs. Hand Hygiene is one of the most important ways of preventing the spread of infection.

Washing hands physically removes germs. Using an alcohol hand rub reduces the amount of germs on your hands.

Hands must be washed with soap and water or have an alcohol hand rub applied:

- Before eating
- Before and after preparing food
- Before and after helping someone with meals
- Before and after helping someone take medication
- After going to the toilet
- After coughing, sneezing, or blowing your nose
- After touching animals
- After changing nappies
- After contact with blood or body fluids

Hands **must always** be washed with soap and water:

- When they are visibly dirty

COUGH AND RESPIRATORY ETIQUETTE

Covering your mouth and/or nose while coughing or sneezing stops you from dispersing respiratory secretions, that may contain germs, into the air.

Any students or staff with any symptoms of a respiratory infection must follow or be instructed to follow the following cough and respiratory hygiene:

- Cover your nose/mouth with disposable single-use tissues when coughing, sneezing, wiping and blowing your nose
- Use tissues to contain respiratory secretions
- Dispose of tissues in the nearest waste bin after use
- If no tissues are available, cough or sneeze into your inner elbow rather than your hand
- Wash hands or use an alcohol hand rub after coughing, sneezing, or blowing your nose.

POLICY REVIEW

This policy will be reviewed in 2017.