## **ROSELYN HOUSE SCHOOL & THE RHISE SERVICE**

### **RISK ASSESSMENT FORM**

	le Involved In Making This Assessment:
Management of Infectious Diseases – Whole School Share	on Damerall – Headteacher
(Specific details for Scarlet Fever and Strep A) Rach	el Smith – School Business Manager

Hazard	Who May be Harmed	Control Measures	Existing controls
Spread of Infectious	<ul> <li>Staff</li> </ul>	Effective infection protection and control – minimise	Hand sanitiser stations throughout Roselyn House School / The
Diseases	<ul> <li>Students</li> </ul>	contact with individuals who are unwell	RHISE Centre
	<ul> <li>Visitors</li> </ul>		
	<ul> <li>Contractors</li> </ul>	Hand washing - Clean hands thoroughly more than	Promote good respiratory hygiene, "CATCH IT, BIN IT, KILL IT"
	<ul> <li>Cleaners</li> </ul>	usual, ensure washing facilities are available for use,	approach. Tissues will be made available throughout the school.
		failing this, supply hand sanitiser, hand rub or skin	
		friendly skin cleaning wipes to be used.	Cleaning products readily available –tissues/gloves/bin
			bags/cloths/detergent sprays. To be used in activity transition
		Promote good respiratory hygiene, "CATCH IT, BIN	time to clean surfaces etc.
		IT, KILL IT" approach. Tissues will be made available	
		throughout the school.	All students are asked and reminded to wash their hands;
			-before leaving home and on arrival at school
		Discourage spitting.	-before leaving florile and on arrival at Scribol
		Educate atualente en urbu reconinctenu busione is co	-after using the toilet and after breaks and sporting activities
		Educate students on why respiratory hygiene is so	and and opening dentines
		important.	-before food preparation and eating any food, including snacks

Clean frequently touched surfaces using standard -before leaving school products held in school such as detergents. DfE Updates are communicated to staff and Parents/ Carers. Headteacher to ensure we are up to date with Government updates. Students and staff updated as necessary, communication and consultation throughout the school community is key. Display posters, leaflets and other materials. Parents are informed of hygiene expectations and for Letters to Parents/ Carers are sent home to explain specific the need to communicate this message in the home symptoms and give advice. environment. All staff follow and regularly reiterate the hygiene message to pupils/students; • cover your cough or sneeze with a tissue • if you don't have any tissues available, then cough and sneeze into the crook of your elbow throw the tissue in a bin avoid touching your eyes, nose and mouth with unwashed hands All students are asked and reminded to wash their hands frequently. If a student is feeling unwell they will be returned home or asked to In the event of a student having a diagnosis of Scarlet be picked up by Parent/ Carer. Fever or Strep A, they will be asked to remain home from school until 24 hours after they have started a course of antibiotics.

#### PPE

PPE can protect individuals from contamination with blood or bodily fluids, which may contain germs that spread disease.

Aprons, masks, visors and anti-bacterial handwash available in both settings.

If there is a risk of splashing or contamination with blood or bodily fluids to the face, a fluid repellent facemask and eye protection should be worn.

If there is a risk of splashing or contamination with blood or bodily fluids at any time, disposable gloves and aprons should be worn.

Hazardous waste bags available if needed for PPE.

#### First Aid

If a student is unwell and awaiting collection, they should be supported in an appropriate and sensitive manner.

A window should be opened for fresh air ventilation if possible.

Appropriate PPE should also be used if close contact is necessary, further information on this can be found in the use of PPE in education, childcare and children's social care settings guidance.

Any rooms used should be cleaned after they have left.

PPE is available at both sites.

We have a dedicated First Aid Room on both sites.

The room has a window and can be well ventilated.

First aid kits are situated in the Admin Office, Kitchen and all vehicles.

<u>Ventilation</u>	
Where possible ensure good ventilation around the school and RHISE Centre (opening windows), this is to continue in colder months as much as possible.	
Carbon dioxide monitors are in both buildings and readings monitored.	Reading monitored by SLT
To balance the need for increased ventilation while maintaining a comfortable temperature, consider:	
-opening high level windows in colder weather in preference to low level to reduce draughts	
-increasing the ventilation while spaces are unoccupied	
-providing flexibility to allow additional, suitable indoor clothing	
- rearranging furniture where possible to avoid direct draughts	
Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.	

Annual H & S audits undertaken and completed.

Dynamic risk assessments will be updated in line with

Fire drills are undertaken and recorded

new government guidance released.

<u>Staff</u>	
Staff will not report for work if feeling unwell	Staff are aware of protocol to follow in the event they feel unwell.
If capacity of staff cannot be achieved to keep the school open, then the Headteacher will communicate this	
<u>Students</u>	
All students should attend school unless they are unwell.	Specific guidance following procedures for Scarlet Fever and Strep A have been added to this RA. Following 2 cases of either of these
If a student has been diagnosed with an infectious	diseases, UKHSA will be notified of an outbreak.
illness, the correct guidance will be followed dependant on the illness.	Procedures in place to monitor attendance and specifics of illness.
Safe management of blood and bodily fluids	
Any spillages of blood, faeces, saliva, vomit or nasal discharges should be cleaned immediately wearing PPE. Gloves and an apron should be used if you anticipate splashing and risk assess the need for facial and eye protection.	Clean using a product which combines detergent and disinfectant that is effective against both bacteria and viruses. Manufacturers guidance should always be followed. Disposable paper towels should be used. A spillage kit should be used for bodily fluids like blood, vomit and urine.
Take standard precautions when dealing with any cuts or abrasions that involve a break in the skin or bodily fluid spills	Follow policy and procedures for recording first aid treatment and accident reporting.

#### Safe management of waste (including sharps)

Any used PPE should be placed in a refuse bag and disposed of as normal domestic waste. PPE should not be put in a recycling bin or dropped as litter.

Weekly Contract with Waste Disposal Company.

# <u>Managing prevention of exposure to infection</u> (including needlestick or sharps injuries and bites)

An exposure is an injury from a used needle or a bite which breaks the skin, and/or exposure of blood and bodily fluids onto:-

- broken skin
- the eyes, nose or mouth

Human mouths are inhabited by a wide variety of organisms, some of which can be transmitted by bites. Human bites resulting in puncture or breaking of the skin are potential sources of exposure to blood borne infections, therefore it is essential they are dealt with as follows:-

If someone pricks or scratches themselves with a used hypodermic needler or has a bite which breaks the skin:-

- -dispose of the needle in a sharps container to avoid the same thing happening to someone else.
- wash the wound thoroughly with soap and warm running water

- cover the wound with a waterproof dressing

- seek immediate medical attention or advice from local A&E Department or Occupational Health provider

-record it in the accident book and complete an accident form

#### <u>Cleaning</u>

Retain good cleaning regimes of all facilities throughout the day and at the end of each day.

Frequently cleaning and disinfecting objects and surfaces that are touched regularly, particularly in areas of high use such as desks, door handles, light switches, welfare facilities, using appropriate cleaning products and methods.

Resources being utilised must be cleaned frequently.

Review cleaner company on regular basis to ensure high levels of service.

Deep cleans to take place each half term.

Cleaning records maintained and reviewed.

Cleaning products available upon request from SLT.

Regular monitoring in place.

#### Additional Information

This Risk Assessment is reviewed regularly by the Headteacher and School Business Manager.

Local Government/ UKHSA guidance will be followed in respect of any local outbreaks of infectious diseases

Roselyn House School / The RHISE Service will seek public health advice if necessary