



Body Fluid Spillage Policy

Purpose

Policy Review

The responsibility of reviewing and maintaining this policy is Craig Dembicki (Managing Director). This policy will be reviewed annually.

Start date of policy: **19th July 2016**

Last review date: **19th July 2017**

Date of next review: **19th July 2019**

Signed

Date: 22nd July 2018

A handwritten signature in black ink, appearing to be "Craig Dembicki", written over a white background.

Craig Dembicki
Managing Director
Education 1st

Blood and body fluids (e.g. faeces, vomit, saliva, 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 minimize the risk of transmission of infection both staff and pupils should practice good personal hygiene and be aware of the procedure for dealing with body spillages.

Staff Contact

Primary or Secondary Leads are to be contacted initially so that they can assist in the situation. The initial clean up of the situation should be carried out by the person(s) who is at the scene of the incident and follow the 'Initial Clean Up Procedure'. There are disposable clean up kits available located in the medical room on each site.

Procedure for urine and vomit spillage

- Get the MJZ004 Urine and Vomit Pack located with the first aid kits in both sites. Refer to the Health and Safety Policy for locations and signs are up at both sites explaining the first aid kit locations.
- Put on personal protective equipment (PPE): Gloves and Apron.
- Sprinkle all absorbent granules over the spill and leave for 30 seconds (**Note:** Not for use with Blood or Chemicals - see procedure below for blood).
- When the granules have absorbed the spill open bag, collect granules using the scoop and scraper and place in the bag along with the scoop and scraper.
- Use disinfectant surface wipes to clean the area of the spill to remove any smears. Use paper towels to dry the area.
- Place used scoop and scraper, surface wipes, paper towels and protective clothing, gloves last in bag. Tie bag top to seal. Place bag into appropriate waste disposal channel.

Procedure for blood and other body fluid spillage

- Get the MJZ003 Blood Spill Pack located with the first aid kits in both sites. Refer to the Health and Safety Policy for locations and signs are up at both sites explaining the first aid kit locations.
- Put on personal protective equipment (PPE): Gloves and Apron.
- Sprinkle all the SoChlor Granules over the spill and leave for at least 2 minutes.
- Meanwhile place SoChlor Tablets in the empty granule container. Fill with water up to line, place lid on top and wait until tablets are fully dissolved. (DO NOT SHAKE).
- Once granules have absorbed the spill, open bag, collect granules using the scoop and scraper and place in the bag along with used scoop and scraper.
- Use paper towels and SoChlor Tabs solution to clean the area of the spill and remove and smears.
- Place used container, scoop and scraper, towels and protective clothing, gloves last in bag. Tie bag to seal. Dispose of bag into appropriate clinical waste disposal channel.

Management of accidental exposure to blood

Accidental exposure to blood and other body fluids can occur by:

- Percutaneous injury e.g. from needles, significant bites that break the skin.
- Exposure to broken skin e.g. abrasions and grazes.
- Exposure of mucous membranes, including the eyes and mouth.

Action to take

- If broken skin encourage bleeding of the wound by applying pressure – do not suck.
- Wash thoroughly under running water.
- Dry and apply a waterproof dressing.
- If blood and body fluids splash into your mouth – do not swallow.
- Rinse out mouth several times.
- Report the incident to the School Nurse and Senior Management.
- If necessary take further advice from NHS Direct.
- An accident form will need to be completed and it may need to be reported to RIDDOR.