



Baslow St-Anne's C of E Primary



Growing healthy minds and hearts together



"Life in all its fullness"

HEALTH AND HYGIENE POLICY

Version/ Issue	Minute number	Date	Author	Reason for Change
1		Dec 2014	/M Clark	
2		May 2017	M Clark	
3		June 2018	M Clark	Additional values added
4		June 2019	M Clark	
5		Nov 2020	M Clark	COVID related documents
6	04/phss/11/21	Nov 2021	/M Clark	No changes
7	04/phss/09/22	Sept. 2022	M Clark	Amended Covid measures
8	(05/phss/09/23)	Sept. 2023	M Clark	Removed red amended Covid measures

Approved by:

Mrs Marie Clark (Headteacher)

Baslow St. Anne's C of E Health and Hygiene Policy

PHSS Curriculum Committee

Chair of Governors: _____

Date: _____

BASLOW ST. ANNE'S C OF E HEALTH & HYGIENE POLICY: addendum to Health & Safety Policy and in conjunction with the Administration of Medicine Policy

Principles and Values

At Baslow St. Anne's Church of England Primary School we believe that it is vitally important that everybody is safe, confident and happy in our school community. We aim to provide an environment in which our children feel safe, secure and confident, are respectful citizens in and out of school and nurture the Christian values that underpin all that we do. We believe that our children and staff should lead 'a life in all its fullness', nurturing our vision of growing healthy minds and hearts together. We strive to ensure this is in place to enable every child to achieve their full potential and be prepared for their next step in life, embedding our core values of respect, kindness and diversity.

Our school promotes a high standard of health and hygiene in its day-to-day work with children and adults. This is achieved in the following ways:

Illness

- If a child has an accident in school, we will administer First Aid as needed which is recorded in the Accident Folder located in the staffroom. Parents are always notified by a text if a child has had a bump to the head. A telephone call is made if the bump is more serious and needs the parent to come and assess it and /or to get it checked.
- If a child becomes ill during the school day they will be assessed by the class teacher to decide if they should go home. If so, parents or other nominated contacts will be telephoned.
- Parents are asked to keep their children at home if they have an infection, and to inform the school of the nature of the infection. We will alert other parents of the risk of infection if necessary.
- Parents are asked not to bring into school any child who has been vomiting or had diarrhoea until at least 48 hours has lapsed since the last attack.
- Cuts or open sores will be cleaned and covered with sticking plaster or other dressing.
- Our nominated TA has responsibility for ensuring that first aid equipment is kept clean, replenished and replaced as necessary. Sterile items are kept sealed in

their packages until needed. Travel First Aid packs are taken on visits out of school. Materials are disposed of appropriately.

- If a child is on prescribed medication the following procedures will be followed:

School staff will administer medication if the medical form has been completed and consent has been given from the parent. Parents are welcome to call into school to administer medicine when required if preferred. Medication, such as inhalers for asthma, must be clearly labelled with child's name. Written information must be provided from parents, giving clear instructions about the dosage and administration of the medication. We will assist younger children in the use of inhalers following written guidance and permission given by parents.

Information

- Parents have the opportunity to discuss health issues with school staff and will have access to information available to the school.
- The school will maintain links with health visitors and the school nurse. We gather health information and advice from the local health authority services and/or other health agencies.
- We do not allow smoking anywhere on school grounds, including E-cigarettes
- We do not allow dogs anywhere on school grounds and we encourage parents not to tie up their dogs at the school gates.

HYGIENE

To prevent the spread of infection, adults will ensure that the following good practices are observed:

Personal hygiene

- Hands washed after using the toilet.
- Children with pierced ears are not allowed to try on or share each other's earrings.
- A box of tissues is available and children are encouraged to blow and wipe their noses when necessary. Soiled tissues are disposed of hygienically.
- Children are encouraged to shield their mouths when coughing.
- Hygiene rules related to bodily fluids are followed with particular care by all staff and volunteers, according to health and safety guidelines.
- Parents should provide sufficient suitable sanitary wear for girls as required. Supplies can be stored in a named bag in a cupboard in the staff toilet.

Children in nappies

- We will endeavour to meet the needs of all children. If necessary, younger children will have nappies changed using a mat on the floor in the Early Years classroom toilet. Our disabled toilet facilities will be used for older children. All staff have enhanced CRB clearance and may change nappies.
- Staff will work closely with appropriate health care professionals if required.
- Nappies and any cleaning agents or creams will be provided by parents.
- Staff will wear disposable gloves and aprons when dealing with an incident.
- Soiled nappies will be double wrapped for disposal, or placed in a hygienic disposal unit if the number exceeds that allowed by the Health and Safety Executive's limit.
- The changing area and mat will be cleaned after each use, and hands washed.
- Staff will report any undue distress in a child, or other concerns, to the Designated Senior Person, according to school Child Protection procedures.

Cleaning and clearing

- Any spills of blood or vomit are wiped up and disposed of using a Body Fluids disposal bag. Excrement will be flushed down the toilet. Disposable gloves are always used when cleaning up spills of body fluids. Floors and other affected surfaces are disinfected using chlorine or iodine bleach diluted according to the manufacturer's instructions.

Fabrics contaminated with body fluids are thoroughly washed in hot water.

- Spare laundered pants, and other clothing, are available in case of accidents and polythene bags are available in which to wrap soiled garments. Children will be encouraged to change and clean themselves.
- All surfaces are cleaned daily with an appropriate cleaner.

Food

The school will observe current legislation regarding food hygiene, registration and training.

In particular, each adult will:

- Always wash hands their under running water before handling food and after using the toilet.
- Not be involved with the preparation of food if suffering from any infectious/contagious illness or skin trouble.
- Never cough or sneeze over food.
- Use different cleaning cloths for kitchen and toilet areas.
- Prepare raw and cooked food in separate areas.
- Keep food covered and either refrigerated or piping hot.
- Ensure waste is disposed of properly and out of reach of the children. Keep a lid on the dustbin and wash hands after using it.
- Wash fresh fruit and vegetables thoroughly before use.

Any food or drink that requires heating will be heated immediately prior to serving and not left standing. No food or drink for children will be reheated.

Tea towels will be kept clean and stored in a dust-free place, e.g. closed cupboard or drawer. Cracked or chipped crockery will not be used.

Responsibilities of Pupils

All pupils are expected to:

1. Exercise personal responsibility for the safety of themselves and their fellow pupils.
2. Wear school uniform, PE kit for sports and exercise and appropriate footwear.
3. For PE, either remove ear-rings or cover them with tape, which must be provided by parents. Staff will not remove ear-rings for children.
4. Observe all the safety rules of the school and in particular the instructions of the teaching staff in the event of an emergency;
5. Use and not wilfully misuse, neglect or interfere with things provided safety purposes.

The Governors and Headteacher will make pupils and parents aware of these responsibilities through direct instruction, notices and the school web site.

M Clark December 2014

Reviewed by: M Clark

Date: May 2017

Date: June 2018

Date: June 2019

Date November 2020

Date November 2021

Date September 2022

Date: September 2023