

**Guidance on Infection Control and
Communicable Diseases in Schools, Colleges
and Nurseries
(Berkshire, Buckinghamshire and Oxfordshire)**

June 2003

Written jointly by the Health Protection Teams in
Berkshire, Buckinghamshire (Buckinghamshire and
Milton Keynes) and Oxfordshire

- Disposable paper towels conveniently sited next to the basins. Soft paper towels will help to avoid skin abrasions
- Bins with foot pedal operated lids, positioned near the hand washbasin. These should be lined with a sealable disposable bag, which should be changed regularly

Box 1: Hand-washing technique

1. Hand and wrist jewellery should be removed prior to hand washing
2. Wet hands under running warm water
3. Apply liquid soap
4. Without applying more water rub all parts of the hands vigorously for 10-15 seconds until you have a soapy lather. The six-step technique ensures good coverage of the hands. (See Appendix One)
5. Rinse hands together under warm running water
6. Dry hands thoroughly with a disposable paper hand towel and dispose in a foot operated pedal bin

When to wash your hands

Children must be:

- Encouraged to wash their hands after every visit to the toilet.
- Encouraged to wash their hands prior to eating
- Encouraged to wash their hands after contact with pets.
- Supervised when carrying out hand washing to ensure good basic technique is learned

Staff should wash their hands:

- Before:
 - Preparing or serving food
 - Eating meals
- After:
 - Going to the toilet
 - Changing babies nappies
 - Carrying out cleaning procedures
 - Dealing with body fluid spills
 - Caring for a sick child/person or handling sick room equipment
 - Handling soiled clothing or linen
 - Dealing with waste

Disposal of sharps or contaminated waste

Waste	Container	Points to Note
Broken Glass	Cardboard Box	Place broken glass in a cardboard box and seal well with adhesive tape. Mark the box clearly "BROKEN GLASS" then dispose of as domestic waste.
Sharps e.g. used needles and syringes	Sharps box, compliant with BS7320 and UN3921	<p>Keep other people away from the sharp object and ensure that there are no distractions. Put on plastic gloves. Using forceps or a scoop, carefully pick up the sharp object and place in a sharps box or other impenetrable container. If forceps or a scoop are not available, pick up the sharp carefully using one hand only. Seal the container well with adhesive tape. Contact the Environmental Health Department who will arrange safe disposal.</p> <p>If several abandoned used needles and syringes are found, keep other people away from the area and contact the Environmental Health Department who will arrange disposal.</p> <p>Do not attempt to re-sheath hypodermic needles. Do not hand hypodermic needles to someone else for disposal.</p>

For further information please contact your local Health Protection Team:
 Berkshire - 0118 9497050
 Buckinghamshire - 01296 318661
 Oxfordshire - 01865 226858

Immunisation

Immunisation offers protection against some infectious diseases. Parents and carers should be encouraged to have their children immunised according to the recommended schedule (see table 1). It is good practice for all schools and nurseries to maintain immunisation records, to assist in the management of possible exposure to infection.

Table 1: Schedule for routine childhood immunisations.

Vaccine	Dose	Age	Notes
Diphtheria Tetanus Pertussis (whole cell) Polio Hib Meningitis C	1 st dose 2 nd dose 3 rd dose	2 months) 3 months) 4 months)	Primary course
Measles Mumps and Rubella (MMR)	1 st dose	12 months onwards	
Diphtheria Tetanus Pertussis (acellular) Polio	Pre-school booster	3-5 years	Three years after completion of primary course
MMR	Second dose	3-5 years	Three years after primary course
Bacillus Calmette-Guerin (BCG)	Single dose	10-14 years OR infancy	Preceded by Heaf/Mantoux test
Diphtheria Tetanus Polio	Leaving school booster	13-18 years	10 years after first booster
Children should therefore have received the following vaccines:			
By (age)	Vaccines		
6 months	3 doses of DTP, Hib, polio, and meningitis C		
15 months	MMR		
School entry	4 th DTaP and polio; 2 nd MMR		
Between 10 & 14 years	BCG		
Before leaving school	5 th Td and polio		

