

# Managing Blood and Body Fluid Spills Policy

West Heath School



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Copies of this policy are available on the School Website - <http://www.westheathschool.com/> - Policies or as a hard copy on request from the School Office.

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## **1. Rationale, Purpose and Aims**

It is important that all employees practice good personal hygiene, are aware of the procedure and fully comply with the controls for dealing with body fluid spillages.

The Aims:

Body fluids such as blood, vomit, faeces, saliva, mucus and semen, potentially carry infection and transmittable diseases. It is important that all employees practice good personal hygiene, are aware of the procedure and fully comply with the controls for dealing with body fluid spillages.

Staff cleaning up spills of blood or body fluids must protect themselves with Personal Protective Equipment (PPE). A spillage kit containing gloves, plastic aprons, foot covers, goggles, masks, waste bags, scoop, antibacterial absorbent powder and a padded bag/sock to contain larger spills can be located in the medical room.

## **2. Legislation and Guidance**

The Health Protection Agency

UK Health Security Agency

The Health and Safety Executive

## **3. Disposal and Cleaning Precautions**

All body fluid spills should be cleaned up quickly to help protect students, staff and visitors from potential infections and to ensure we have a safe environment. All spillages of body fluids and material used during the clean-up should be treated as 'clinical waste' and disposed of appropriately. Yellow biohazard bags should be used to dispose of waste and should be securely tied/sealed and disposed of in the yellow bins. These bins are in the medical room in Astor House.

Mops and buckets etc. should only be used once the area has been thoroughly decontaminated and should be disinfected and dried after use. Contaminated clothing should be washed separately on a hot wash. Spillages on soft furnishings, carpets and upholstery should be steamed cleaned when possible. In cases of excessive spillage, items should be disposed of as clinical waste.

Yellow clinical waste bins are emptied monthly.

## **4. Procedure for Cleaning Small Spills Including Blood**

A volume that is easily managed with a minimal amount of decontamination equipment or materials.

Cordon off area with hazard warning signs. Ensure any wounds or abrasions are covered with a waterproof dressing. Wearing disposable gloves, sprinkle the spill with absorbent powder and clean up with a paper towel. Scoop up and dispose of towels and gloves in a clinical waste bag and place in yellow biohazard bin. Clean the area with detergent and hot water. Wash hands thoroughly.

## **5. Large Spills of Body Fluid Including Blood Registration**

A volume that would require more than one person to clean up, large amounts of decontamination equipment and/or contamination of objects that would prove difficult to decontaminate.

Cordon off the area with hazard warning signs. If the spillage is extensive, in addition to wearing gloves and a plastic apron, disposable over-shoes or rubber boots should be worn. If splashing is likely to occur protective eyewear and a mask is needed. Remember to ensure any wounds or abrasions are covered with a waterproof dressing.

If necessary, contain the spill using the padded bag/sock from the 'Spill kit'. Liquid spills should be covered with absorbent powder and left for 2 minutes, before cleaning up with paper towels and/or a plastic dustpan.

Scoop up towels or granules carefully, place in biohazard bag, together with any PPE (apron, gloves disposable shoe covers) and any other cleaning equipment and dispose of in yellow bin.

Finally, wash area with hot water and detergent using disposable cleaning materials.

## **6. Carpet and Upholstery Spills**

If contamination of carpet, upholstery or soft furnishings does occur, specialist cleaning may be needed.

It may be necessary to incinerate furnishings if there is a high level of contamination or if there are grounds for believing that the contaminating material is infectious.

## **7. Accidental Exposure to Blood and Other Body Fluids**

Accidental exposure to blood and body fluids can occur when there is:

- A puncture to the skin through an object e.g. needle, instrument
- Exposure of broken skin, e.g. wound of abrasion
- Exposure of mucous membranes, including the mouth and eyes

The following action should be taken immediately:

- Immediately stop what you are doing
- In the case of a wound, encourage bleeding by applying gentle pressure. Do not suck the wound
- Wash thoroughly under running water
- Dry and apply waterproof dressing
- If blood or body fluids come into contact with eyes, irrigate with cold water
- If blood or body fluids come into contact with mouth do not swallow, rinse mouth out several times with water
- Seek medical advice from A & E
- An accident form should be completed.
- A health and safety assessment should be carried out

## **8. Persons with Particular Responsibilities**

H&S Officer, Estates Manager, School Nurse, Wedding Coordinator, Catering Company, Caretaker  
Lead Trustee (Trustee with H&S Responsibilities)

## **9. Consultees**

Health & Safety Committee

## **10. Monitoring and Evaluation**

Health & Safety Committee, SMT and Trustees

## **11. Links with other Policies**

The Health & Safety Officer, Estates Manager and School Nurse