



PensMeadowSchool

Living, Growing, Learning

Infection Control Policy

INCLUDING COVID-19

SEPTEMBER 2023

REVIEW DATE: SEPTEMBER 2024

Staff Responsible: Deputy Headteacher

Disclaimer

Pens Meadow School makes every effort to ensure that the information in this document is accurate and up-to-date. If errors are brought to our attention, we will correct them as soon as practicable.

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1. Statement of intent

Infections can easily spread in a school due to:

- Pupils' immature immune systems.
- The close-contact nature of the environment.
- Some pupils having not yet received full vaccinations.
- Pupils' poor understanding of good hygiene practices.

Infections commonly spread in the following ways:

- **Respiratory spread** – contact with coughs or other secretions from an infected person.
- **Direct contact spread** – direct contact with the infecting organism, e.g., skin-on-skin contact during sports.
- **Gastrointestinal spread** – contact with contaminated food or water, or contact with infected faeces or unwashed hands.
- **Blood borne virus spread** – contact with infected blood or bodily fluids, e.g., via bites or used needles.

We actively prevent the spread of infection via the following measures:

- Maintaining high standards of personal hygiene and practice
- Maintaining a clean environment
- Routine immunisations
- Taking appropriate action when infection occurs

This policy aims to help school staff prevent and manage infections in school. It is not intended to be used as a tool for diagnosing disease, but rather a series of procedures informing staff what steps to take to prevent infection and what actions to take when infection occurs.

Due to the discontinuation of the Covid-19 operational guidance for schools, this policy replaces the school's risk assessment. Covid-19 Contingency Plan remains in place in case of an outbreak.

2. Legal framework

This policy has due regard to legislation including, but not limited to, the following:

- The Control of Substances Hazardous to Health Regulations (COSHH) 2002 (amended 2004)
- Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- The Health Protection (Notification) Regulations 2010
- The Health Protection (Local Authority Powers) Regulations 2010

This policy has due regard to statutory guidance including, but not limited to, the following

- UK Health and Security Agency (2019) 'Health protection in schools and other childcare facilities'
- DfE (2015) 'Supporting pupils at school with medical conditions'

This policy operates in conjunction with the following school policies and documents:

- Health and Safety Policy
- Medication Administration Policy
- First Aid Policy
- Educational Visits off site Policy

3. Preventative measures

Sanitary facilities

Wall-mounted soap dispensers are used in all toilets – bar soap is never used.

A foot-operated waste-paper bin is always made available where disposable paper towels are used.

Toilet paper is always available in cubicles. Suitable sanitary disposal facilities are provided where necessary.

Nappy changing areas

There is a designated changing area that is separate from play facilities and food and drink areas, and with appropriate hand washing facilities.

Skin is cleaned with disposable wipes, and nappy creams and lotions are labelled with the relevant pupil's name.

Changing mats are wiped with soapy water or a baby wipe after each use. If a mat is visibly soiled, it is cleaned thoroughly with hot soapy water at the end of the day. Mats are checked on a weekly basis for tears and damage, and replaced if necessary.

There is a designated sink for cleaning potties. Potties are washed in hot, soapy water, dried and stored upside down. When cleaning potties, disposable gloves are used to flush waste down the toilet. The gloves are disposed of after each use.

Handwashing facilities are available in the room and soiled nappies are disposed of inside a designated bin.

Continence aid facilities

Pupils who use continence aids, e.g., continence pads and catheters are encouraged to be as independent as possible. Pads are changed in a designated area with adequate handwashing facilities, and disposable powder-free latex gloves and a disposable plastic apron are worn.

Laundry

All laundry is washed in a separate dedicated facility, and any soiled linens are washed separately.

Manual sluicing of clothing is not permitted, and gloves and aprons are worn when handling soiled linen or clothing. Hands are thoroughly washed after gloves are removed.

Cleaning staff

A cleaning staff are employed to carry out rigorous cleaning of the premises. Cleaning equipment is maintained to a high standard. The SBM is responsible for monitoring cleaning standards and discussing any issues that may arise with the relevant staff.

Toys and equipment

Toys and equipment are cleaned on a daily basis. Toys that are "soft", e.g. modelling clay and 'Play-doh', are discarded whenever they look dirty.

Indoor sandpit at Ridge Hill Site is monitored for its cleanliness on a daily basis.

Splash pool is drained and cleaned after each use.

Water play troughs are emptied, washed with detergent and hot water, dried and stored upside-down when not in use for long periods. When in use, the water is replenished, at a minimum, on a daily basis, and the trough remains covered overnight.

Handwashing

All staff and pupils are advised to wash their hands after using the toilet, before eating or handling food, and after touching animals.

Blood and other bodily fluids

Standard precautions will always be taken when dealing with any cuts and abrasions. Cuts and abrasions are covered with waterproof dressings.

When coughing or sneezing, all staff and pupils are encouraged to cover their nose and mouth with a disposable tissue and dispose of the tissue after use, and to wash their hands afterwards.

Personal protective equipment (PPE) are worn where there is a risk of contamination with blood or bodily fluids during an activity. Gloves are disposable, non-powdered vinyl or latex and CE (*Conformité Européene*) marked. If there is a risk of splashing to the face, goggles are worn.

Face covering may be used only whilst performing Aerosol Generating Procedures.

Spillages of blood, faeces, saliva, vomit, nasal and eye discharges are cleaned up immediately. They are cleaned using a mixture of detergent and disinfectant. Paper towels or cloths are used, always wearing PPE, and they are disposed of after use. The school spillage kit should be requested from the main office.

Additional measures, in the event of an Covid-19 outbreak, may be necessary, as outlined in Covid-19 Contingency Plan.

Bites

If a bite does not break the skin, the affected area is cleaned with soap and water.

If a bite breaks the skin, the affected area is cleaned with soap and running water, the incident is recorded in the pupil accident log and medical advice is sought immediately. Affected person is asked to check their tetanus vaccination and seek medical advice if necessary.

Safe management of waste – including sharps

The school will ensure that all waste produced is dealt with by a licensed waste management company.

Any PPE used will 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.

Injuries incurred through sharps found on school grounds will be treated in line with the school's Health and Safety Policy. All sharps found on school premises will be disposed of in the sharps bin whilst wearing PPE.

4. Pupil immunisation

The school is aware of the vital role it plays in supporting the routine immunisation programme and will liaise with local health services to share information with parents at key points.

The school will attempt to obtain pupil's immunisation status upon school entry and at the time of any in-school vaccination.

The school will support school-based immunisation programmes by hosting school nurses and School Age Immunisation Services (SAIS) and helping them with various aspects of the vaccination process, including:

- Providing space and time in the timetable for vaccination.
- Reminding staff and pupils about the date of the immunisation session(s).
- Sharing information leaflets and consent forms with pupils.
- Providing a list of eligible pupils and their parent contact details to the SAIS team.

The school will keep up-to-date with national and local immunisation scheduling and advice via www.nhs.uk/conditions/vaccinations/. Below is a list of vaccines available on the NHS, including who should have them and when:

- Before starting school, pupils should be given their second injection of the MMR vaccine, usually at 3 years and 4 months. Pupils should also be given their 4-in-1 pre-school booster against diphtheria, tetanus, whooping cough and polio, usually at 3 years and 4 months.
- All pupils in Reception to Year 4 will be offered nasal flu vaccinations annually.
- Pupils aged between 12 and 13 can choose to get the HPV vaccine to protect themselves against cervical cancer, some mouth and throat cancers and some cancers of the anal and genital areas. This vaccine comprises two injections given 6-12 months apart.
- All pupils aged 14 will be offered the 3-in-1 teenage booster vaccination to top-up the effects of the pre-school vaccines against diphtheria, polio and tetanus.
- All pupils aged 14 will be offered the MenACWY vaccine as part of the routine adolescent schools programme.

The school will work with local health professionals to signpost parents to where they can book coronavirus (COVID-19) vaccination appointments for pupils online, at a vaccination centre or pharmacy, or at a local walk-in centre without an appointment.

The school will work with local health services and SAIS teams to ensure the effective planning and delivery of the immunisation service. Prior to vaccination visits, the school will:

- Send the invitation to parents of pupils who are eligible, in good time and with a clear deadline for response.
- Communicate with pupils and parents to support consent and uptake.
- Encourage parents or staff who may be concerned or require additional guidance to speak to their health visitor, school nurse, or GP.
- Encourage parents to return the consent form, highlighting that if the consent deadline is missed, the SAIS team may not have enough vaccines for everyone who would like one on the day.

On immunisations days, the school will:

- Ensure that the SAIS team can access the agreed space before the school day starts so they can set up.
- Provide, if possible, access to a power supply with extension cables and anti-trip mats, separation screens, defibrillator, gym mats, tables and chairs.
- Allow pupils to wear loose-fitting short-sleeved tops on the day of vaccination.
- Identify and support pupils who may find the procedure stressful, in partnership with the school nurse.
- Make every effort to contact parents and seek their verbal consent if a pupil wishes to be vaccinated and a consent form has not been returned.
- Help to keep disruption and noise to a minimum.
- Ensure a steady flow of pupils throughout the school day.
- Remove any household waste generated on the day.
- Avoid any unscheduled fire drills and so on to be scheduled on the same day as vaccinations.
- Monitor pupil health and report any side effects or ill health to the healthcare team who administered the vaccination.

The school will make every effort to contact parents and gain consent for their child's immunisation; however, the school is aware that, by law, some pupils may be considered mature enough to provide their own consent, so-called 'Gillick competent'. In these cases, the health professional will assess if a pupil under the age of 16 can be considered competent to understand the benefits and risks.

The school will permit time off for pupils to receive immunisations, where necessary.

The school will notify its regional DfE team of any anti-vaccination activity, e.g. campaign letters and emails spreading misinformation about vaccination programmes. Only information from trusted sources, e.g. the NHS, and where its authenticity is assured will be shared by the school.

Some vaccinations may involve an exclusion period in which pupils are not required to attend school. The administering healthcare team will provide advice in such cases.

5. Staff immunisation

All staff will undergo a full occupational health check prior to employment, which confirms they are up to date with their immunisations. Staff will be encouraged to check their immunisation records and contact their GP practice if they are unsure if they are up to date or if they need to catch up.

For measles, mumps and rubella (MMR) and hepatitis B the school will take the following position:

MMR vaccination: The MMR vaccine is the safest and most effective way to protect against measles, mumps, and rubella, which are viral infections that can quickly spread and cause outbreaks. School will liaise with staff to ensure they have had two doses of the MMR vaccine. Female staff of childbearing age will be encouraged to check their immunisation status and contact their GP for any further medical advice.

Hepatitis B: The hepatitis B vaccine is recommended for staff who are involved in the care of individuals with severe learning disability or challenging behaviour who live in institutional accommodation. In all circumstances the school will undertake an occupational health risk assessment and pay for the vaccine if it is required.

Where necessary, staff will be permitted time off to receive any advised immunisations.

6. Contact with pets and animals

The school does not have any animals living on site.

The headteacher ensures that a knowledgeable person is responsible for each animal that visits the school. Visits to farms and zoos are strictly controlled by the policies and protocols contained in our Visit Risk Assessment.

7. Water-based activities

Swimming sessions

General swimming lessons are governed by the control measures outlined in the venue's Risk Assessment shared with school.

Other activities

Alternative water-based activities are only undertaken at school's splash pool or other reputable centres. Children and staff cover all cuts, scratches and abrasions with waterproof dressings before taking part, and hands are washed immediately after the activity. No food or drink is to be consumed until hands have been washed.

After canoeing or rowing, staff and pupils immediately wash or shower.

If a member of staff or a pupil becomes ill within three to four weeks of an activity taking place, we encourage them to seek medical advice and inform their GP of their participation in these activities.

8. Preventing the spread of infection

Parents will not bring their child to school in the following circumstances:

- The child shows signs of being poorly and needing one-to-one care
- The child has a high temperature or fever or any other symptom linked to Covid-19
- The child has been vomiting and/or had diarrhoea within the last 48 hours
- The child has an infection and the [minimum recommended exclusion period](#) has not yet passed

9. Vulnerable pupils

Pupils with impaired immune defence mechanisms (known as immune-compromised) are more likely to acquire infections. In addition, the effect of an infection is likely to be more significant for such pupils. These pupils may have a disease that compromises their immune system or be undergoing treatment, e.g. chemotherapy, that has a similar effect.

The school nurse will be notified if a child is “vulnerable”. Parents are responsible for notifying the school if their child is “vulnerable”.

If a vulnerable child is thought to have been exposed to an infectious disease, the child’s parents will be informed and encouraged to seek medical advice from their doctor or specialist.

10. Procedures for unwell pupils and staff

Staff are required to know the warning signs of pupils becoming unwell including, but not limited to, the following:

- Not being themselves
- Not having a snack
- Not eating at lunchtimes
- Wanting more attention/sleep than usual
- Displaying physical signs of being unwell, e.g., watery eyes, a flushed face or clammy skin
- Not being able to engage in learning

Where a staff member identifies a pupil as unwell, they must notify a member of SMT and the pupil’s parents will be informed of the situation. Unless there are obvious signs of illness the staff will monitor the child for a limited amount of time and if the situation does not improve, parents may be required to collect the child.

During the observation period the staff will, if necessary:

- Attempt to cool the pupil down if they are too hot, by opening a window and suggesting that the pupil removes their top layers of clothing.
- Provide the pupil with a drink of water.
- Move the pupil to a quieter area of the classroom or school.
- Ensure there is a staff member available to comfort the pupil.
- Summon emergency medical help if required.

If a pupil is identified with sickness and diarrhoea, the pupil’s parents will be contacted immediately and the child will be sent home, and may only return after 48 hours have passed without symptoms.

If a staff member is suffering from vomiting and diarrhoea, they should remain at home until they are well enough to come back to work.

If the school is unable to contact a pupil’s parents in any situation, the pupil’s alternative emergency contacts will be contacted.

Contaminated clothing

If the clothing of the first-aider or a pupil becomes contaminated, the clothing is removed as soon as possible and placed in a plastic bag. The pupil's clothing is sent home with the pupil, and parents are advised of the best way to launder the clothing.

11. Exclusion

Pupils and staff who are showing the symptoms of an infectious disease or have been diagnosed by a health professional or diagnostic test will be advised to stay away from the school for the minimum period recommended, if required, and until well enough.

The school will expect parents to agree that, if their child is unwell and has symptoms of an infectious illness, such as a fever, they should not attend the school, given the potential risk to others.

If a parent insists on a pupil with symptoms attending the setting, where they have a confirmed or suspected case of an infectious illness, the school will take the decision to exclude the pupil from school – on medical grounds - if, in the school's reasonable judgement, it is necessary to protect other pupils and staff from possible infection.

For some infections, individuals may be advised to remain away from school for a longer period of time and school will follow any advice received from the local health protection team (HPT).

If a pupil or member of staff is a close contact of someone unwell with an infectious disease, but is not confirmed to be infected, this is not normally a valid reason for exclusion; however, the local HPT may advise on specific precautions to take in response to a case or outbreak.

The school will seek to provide remote education where a pupil is well enough to participate in it.

The school is aware that exclusion may cause challenges for parents due to unexpected time off and, that some children may become vulnerable to domestic abuse or neglect during times where they would usually be at school. When recommending exclusion on public health grounds, the school will work with their HPT to consider any adverse effects or hidden harms a pupil may be exposed to by imposing isolation, and staff will be alert and proactive in sharing information as early as possible.

The school is aware that exclusion on public health grounds may cause some pupils or staff members to feel isolated or anxious. In such situations, the school will signpost them to mental health and wellbeing support services.

12. Illness absence

Pupils suffering from infectious diseases will be asked to remain at home on medical grounds for the [minimum recommended period](#).

If parents insist on their child returning to school when the child still poses a risk to others, the LA may serve notice on the child's parents to require them to keep the child away from school until the child no longer poses a risk of infection.

If a pupil is exposed to an infectious disease, but is not confirmed to be infected, they should continue to attend the school; however, the health protection team (HPT) may be contacted to advise on a case-by-case basis.

13. Medication

Where a pupil has been prescribed medication by a doctor, dentist, nurse or pharmacist, the first dose will be given at home, in case the pupil has an adverse reaction.

The pupil will only be allowed to return to school 24 hours after the first dose of medication, to allow it time to take effect.

All medicine provided in school will be administered in line with the Medication Administration Policy.

14. Outbreaks of infectious diseases

An incident is classed as an 'outbreak' where:

Two or more people experiencing a similar illness are linked in time or place.

A greater than expected rate of infection is present compared with the usual background rate, e.g.:

- Two or more pupils in the same classroom are suffering from vomiting and diarrhoea.
- A greater number of pupils than usual are diagnosed with scarlet fever.
- There are two or more cases of measles at the school.

Suspected outbreaks of any of the diseases listed on the [List of Notifiable Diseases](#) will always be reported. As soon as an outbreak is suspected (even if it cannot be confirmed), the headteacher will contact the HPT to discuss the situation and agree if any actions are needed.

The headteacher will provide the following information:

- The number of staff and children affected
- The symptoms present
- The date(s) the symptoms first appeared
- The number of classes affected

If the headteacher is unsure whether suspected cases of infectious diseases constitute an outbreak, they will contact the HPT.

The HPT will provide the school with draft letters and factsheets to distribute to parents.

The HPT will always treat outbreaks in the strictest confidence; therefore, information provided to parents during an outbreak will never include names and other personal details.

If a member of staff suspects the presence of an infectious disease in the school, they will contact a member of SLT for further advice.

If a parent informs the school that their child carries an infectious disease, other pupils will be observed for similar symptoms by their teachers and support staff.

Parents must notify the school when the child is returning following the infectious disease.

If a pupil is identified as having a notifiable disease, as outlined in [the guide to Infection Absence Periods](#), the school will inform the parents, who should inform their child's GP. It is a statutory requirement for doctors to then notify their local UK Health Security Agency centre.

During an outbreak, enhanced cleaning protocols will be undertaken, following advice provided by the local HPT. The SBM will liaise with the cleaning staff to ensure these take place.

15. Pregnant staff members

If a pregnant staff member develops a rash, or is in direct contact with someone who has a potentially contagious rash, we will strongly encourage her to speak to her doctor or midwife.

Chickenpox: If a pregnant staff member has not already had chickenpox or shingles, becoming infected can affect the pregnancy. If a pregnant staff member believes they have been exposed to chickenpox or shingles and have not had either infection previously, she will speak to her midwife or GP as soon as possible. If a pregnant staff member is unsure whether they are immune, we encourage them to take a blood test.

Measles: If a pregnant staff member is exposed to measles, she will inform her midwife immediately. All female staff under the age of 25, who work with young children, are asked to provide evidence of two doses of MMR vaccine or a positive history of measles.

Rubella (German measles): If a pregnant staff member is exposed to rubella, she will inform her midwife immediately. All female staff under the age of 25, who work with young children, are asked to provide evidence of two doses of MMR vaccine or a positive history of Rubella.

Slapped cheek disease (Parvovirus B19): If a pregnant staff member is exposed to slapped cheek disease, she will inform her midwife promptly.

16. Staff handling food

All staff suffering from transmittable diseases will be excluded from all food handling activity until advised they are clear to return to work. Staff are not permitted to attend work if they are suffering from diarrhoea and/or vomiting.

The school will notify the local Environmental Health Department as soon as we are notified that a staff member engaged in the handling of food has become aware that they are suffering from, or likely to be carrying, an infection that may cause food poisoning.

Food handlers are required by law to inform the school if they are suffering from any of the following:

- Typhoid fever
- Paratyphoid fever
- Other salmonella infections
- Dysentery
- Shigellosis
- Diarrhoea (where the cause of which has not been established)
- Infective jaundice
- Staphylococcal infections likely to cause food poisoning like impetigo, septic skin lesions, exposed infected wounds, boils
- E. coli VTEC infection

All employees are expected to provide voluntary self-certification or “fit to work” note from their GP should the absence extended 7 calendar days.

17. Managing specific infectious diseases

When an infectious disease occurs in the school, we will follow the appropriate procedures set out in the [Managing Specific Infectious Diseases](#) appendix.

18. Monitoring and review

All members of staff are required to familiarise themselves with this policy.

The deputy headteacher will review this policy on an annual basis and will make any changes necessary, taking into account the current effectiveness of infection control and prevention.

The next scheduled review date is September 2024.

Appendix 1 - Managing Specific Infectious Diseases

Disease	Symptoms	Considerations	Exclusion period
Athlete's foot	Scaling or cracking of the skin, particularly between the toes, or blisters containing fluid. The infection may be itchy.	Cases are advised to see their GP for advice and treatment.	Exclusion is not necessary.
Chicken pox	Sudden onset of fever with a runny nose, cough and generalised rash. The rash then blisters and scabs over. Several blisters may develop at once, so there may be scabs in various stages of development. Some mild infections may not present symptoms.	Cases are advised to consult their GP.	<p>Chickenpox is infectious from 48 hours prior to a rash appearing up to five days after the onset of a rash.</p> <p>Cases will be excluded from school for five days from the onset of a rash.</p> <p>It is not necessary for all the spots to have healed before the case returns to school.</p>
Cold sores	The first signs of cold sores are tingling, burning or itching in the affected area. Around 24 hours after the first signs appear the area will redden and swell, resulting in a fluid-filled blister. After blistering, they break down to form ulcers then dry up and crust over.	Cases are advised not to touch the cold sore, or to break or pick the blisters. Sufferers of cold sores should avoid kissing people and should not share items such as cups, towels and facecloths.	Exclusion is not necessary.
Conjunctivitis	The eye(s) become reddened and swollen, and there may be a yellow or green discharge. Eyes may feel itchy and 'gritty'.	<p>Cases are encouraged to seek advice, wash their hands frequently and not to rub their eyes.</p> <p>Parents will be advised to seek advice and treatment.</p> <p>The HPT will be contacted if an outbreak occurs.</p>	<p>Exclusion is not necessary; cases can be managed by implementing simple infection control measures.</p> <p>In the case of an unmanageable outbreak, exclusion may become necessary, as per the HPT's advice.</p>
Coronavirus (COVID-19)	A new, continuous cough, a high temperature and a loss of, or change in, sense of smell or taste are the main symptoms of coronavirus.	Cases will be sent home and advised to stay at home and avoid contact with other people and contact GP surgery or 111 service if they are worried about their symptoms or if they get worse.	Suspected cases will be advised to try to stay at home until they feel well enough to get back to their normal activities and do not have a high temperature.

Disease	Symptoms	Considerations	Exclusion period
			If tested positive, adults should stay at home and avoid contact with other people for 5 days. Anyone aged 18 and under, should try to stay do the same for 3 days.
Food poisoning	Symptoms normally appear within one to two days of contaminated food being consumed, although they may start at any point between a few hours and several weeks later. The main symptoms are likely to be nausea, vomiting, diarrhoea, stomach cramps and fever.	<p>Cases will be sent home.</p> <p>The HPT will be contacted where two or more cases with similar symptoms are reported.</p> <p>The cause of a food poisoning outbreak will always be investigated.</p>	<p>Cases will be excluded until 48 hours have passed since symptoms were present.</p> <p>For some infections, longer exclusion periods may be required. The HPT will advise in such cases.</p>
Giardia	Symptoms include abdominal pain, bloating, fatigue and pale, loose stools.	<p>Cases will be sent home.</p> <p>The HPT will be contacted where two or more cases with similar symptoms are reported.</p>	Cases will be excluded until 48 hours have passed since symptoms were present.
Salmonella	Symptoms include diarrhoea, headache, fever and, in some cases, vomiting.	<p>Cases will be sent home.</p> <p>The HPT will be contacted where two or more cases with similar symptoms are reported.</p>	Cases will be excluded until 48 hours have passed since symptoms were present.
Typhoid and paratyphoid fever	Symptoms include tiredness, fever and constipation. The symptoms or paratyphoid fever include fever, diarrhoea and vomiting.	All cases will be immediately reported to the HPT.	<p>Cases will be excluded whilst symptomatic and for 48 hours after symptoms have resolved.</p> <p>Environmental health officers or the HPT may advise the school to issue a lengthened exclusion period.</p>
E. coli (verocytotoxigenic or VTEC)	Symptoms vary but include diarrhoea, abdominal cramps, headaches and bloody diarrhoea.	Cases will immediately be sent home and advised to speak to their GP.	<p>Cases will be excluded whilst symptomatic and for 48 hours after symptoms have resolved.</p> <p>Where the sufferer poses an increased risk, for example, food handlers, they will be</p>

Disease	Symptoms	Considerations	Exclusion period
			<p>excluded until a negative stool sample has been confirmed.</p> <p>The HPT will be consulted in all cases.</p>
Gastroenteritis	Symptoms include three or more liquid or semi-liquid stools in a 24-hour period.	The HPT will be contacted where there are more cases than usual.	<p>Cases will be excluded until 48 hours have passed since symptoms were present.</p> <p>If medication is prescribed, the full course must be completed and there must be no further symptoms displayed for 48 hours following completion of the course before the cases may return to school.</p> <p>Cases will be excluded from swimming for two weeks following their last episode of diarrhoea.</p>
Bacillary dysentery (Shigella)	Symptoms include bloody diarrhoea, vomiting, abdominal pain and fever. It lasts four to seven days on average, but potentially several weeks.	The school will contact the HPT.	Microbiological clearance is required for some types of shigella. The HPT will advise.
Campylobacter	Symptoms include diarrhoea, headache, fever and, in some cases, vomiting.		Cases will be excluded until 48 hours have passed since symptoms were present.
Cryptosporidiosis	Symptoms include abdominal pain, diarrhoea and occasional vomiting.		Cases will be excluded until 48 hours have passed since symptoms were present.
Glandular fever	Symptoms include severe tiredness, aching muscles, sore throat, fever, swollen glands and occasionally jaundice.	The sufferer may feel unwell for several months and the school will provide reasonable adjustments where necessary.	Exclusion is not necessary, and cases can return to school as soon as they feel well.
Hand, foot and mouth disease	Symptoms include a fever, reduced appetite and generally feeling unwell. One or two days later, a rash with blisters will develop on cheeks, hands and feet. Not all cases will have symptoms.		Exclusion is not necessary, and cases can return to school as soon as they feel well.
Head lice	Other than the detection of live lice or nits, there are no immediate symptoms until two to three weeks	Treatment is only necessary when live lice are seen.	Exclusion is not necessary, as headlice are not considered a health hazard.

Disease	Symptoms	Considerations	Exclusion period
	<p>after infection, where itching and scratching of the scalp occurs.</p>	<p>Staff are not permitted to inspect any pupil's hair for head lice.</p> <p>If a staff member incidentally notices head lice in a pupil's hair, they will inform the pupil's parents and advise them to treat their child's hair.</p> <p>Upon noticing, staff members are not required to send the pupil home; the pupil is permitted to stay in school for the remainder of the day.</p> <p>When a pupil has been identified as having a case of head lice, a letter will be sent home to all parents notifying them that a case of head lice has been reported and asking all parents to check their children's hair.</p>	<p>In severe, ongoing cases, the LA does have the power to exclude. This use of power must be carefully considered, and exclusion should not be overused.</p>
Hepatitis A	<p>Symptoms include abdominal pain, loss of appetite, nausea, fever and tiredness, followed by jaundice, dark urine and pale faeces.</p>	<p>The illness in children usually lasts one to two weeks, but can last longer and be more severe in adults.</p>	<p>Cases are excluded while unwell and for seven days after the onset of jaundice (or the onset of symptoms if no jaundice presents), the case is under five years of age or where hygiene is poor.</p> <p>There is no need to exclude older children with good hygiene.</p>
Hepatitis B	<p>Symptoms include general tiredness, nausea, vomiting, loss of appetite, fever and dark urine, and older cases may develop jaundice.</p>	<p>The HPT will be contacted where advice is required.</p> <p>The procedures for dealing with blood and other bodily fluids will always be followed.</p>	<p>Acute cases will be too ill to attend school and their doctor will advise when they are fit to return.</p> <p>Chronic cases will not be excluded or have their activities restricted.</p>

Disease	Symptoms	Considerations	Exclusion period
		The accident book will always be completed with details of injuries or adverse events related to cases.	Staff with chronic hepatitis B infections will not be excluded.
Hepatitis C	Symptoms are often vague but may include loss of appetite, fatigue, nausea and abdominal pain. Less commonly, jaundice may occur.	The procedures for dealing with blood and other bodily fluids will always be followed. The accident book will always be completed with details of injuries or adverse events related to cases.	Cases will not be excluded or have their activities restricted.
Impetigo	Symptoms include lesions on the face, flexures and limbs.	Towels, facecloths and eating utensils will not be shared by pupils. Toys and play equipment will be cleaned thoroughly.	Cases will be excluded until lesions have healed and crusted or 48 hours after commencing antibiotic treatment.
Influenza	Symptoms include headache, fever, cough, sore throat, aching muscles and joints, and tiredness.	Those in risk groups will be encouraged to have the influenza vaccine. Anyone with flu-like symptoms will stay home until they have recovered. Pupils under 16 will not be given aspirin.	Cases will remain home until they have fully recovered.
Measles	Symptoms include a runny nose, cough, conjunctivitis, high fever and small white spots around the cheeks. Around the third day, a rash of flat red or brown blotches may appear on the face then spread around the body.	All pupils are encouraged to have MMR immunisations in line with the national schedule. Staff members should be up-to-date with their MMR vaccinations. Pregnant staff members and those with weak immune systems will be encouraged to contact their GP immediately for advice if they come into contact with measles.	Cases are excluded for four days after the onset of a rash.

Disease	Symptoms	Considerations	Exclusion period
Meningitis	Symptoms include fever, severe headaches, photophobia, stiff neck, non-blanching rash, vomiting and drowsiness.	Meningitis is a notifiable disease.	Once a case has received any necessary treatment, they can return to school.
Meningococcal meningitis and meningitis septicaemia	Symptoms include fever, severe headaches, photophobia, stiff neck and a non-blanching rash.	<p>Medical advice will be sought immediately.</p> <p>The confidentiality of the case will always be respected.</p> <p>The HPT and school health advisor will be notified of a case of meningococcal disease in the school. The HPT will conduct a risk assessment and organise antibiotics for household and close contacts.</p> <p>The HPT will be notified if two cases of meningococcal disease occur in the school within four weeks.</p>	<p>When the case has been treated and recovered, they can return to school.</p> <p>Exclusion is not necessary for household or close contacts unless they have symptoms suggestive of meningococcal infection.</p>
Meningitis (viral)	Symptoms include headache, fever, gastrointestinal or upper respiratory tract involvement and, in some cases, a rash.	<p>The case will be encouraged to consult their GP.</p> <p>If more than once case occurs, the HPT will be consulted.</p>	No exclusion is required.
Meticillin resistant staphylococcus aureus (MRSA)	Symptoms are rare but include skin infections and boils.	All infected wounds will be covered.	No exclusion is required.
Mumps	Symptoms include a raised temperature and general malaise. Then, stiffness or pain in the jaws and neck is common. Following this, the glands in the cheeks and under the jaw swell up and cause pain (this can be on one or both sides). Mumps may also cause swelling of the testicles.	<p>The case will be encouraged to consult their GP.</p> <p>Parents are encouraged to immunise their children against mumps.</p>	Cases can return to school five days after the onset of swelling if they feel able to do so.

Disease	Symptoms	Considerations	Exclusion period
Ringworm	Symptoms vary depending on the area of the body affected.	Pupils with ringworm of the feet will wear socks and trainers at all times and cover their feet during physical education.	No exclusion is usually necessary. For infections of the skin and scalp, cases can return to school once they have received treatment.
Rotavirus	Symptoms include severe diarrhoea, stomach cramps, vomiting, dehydration and mild fever.	Cases will be sent home if unwell and encouraged to speak to their GP.	Cases will be excluded until 48 hours have passed since symptoms were present.
Rubella (German Measles)	Symptoms are usually mild, with a rash being the first indication. There may also be mild catarrh, headaches or vomiting. There may be a slight fever and some tenderness in the neck, armpits or groin, and there may be joint pains.	MMR vaccines are promoted to all pupils.	Cases will be excluded for six days from the appearance of the rash.
Scabies	Symptoms include tiny pimples and nodules on a rash, with burrows commonly seen on the wrists, palms, elbows, genitalia and buttocks.	All household contacts and any other very close contacts should have one treatment at the same time as the second treatment of the case. The second treatment must not be missed and should be carried out one week after the first treatment.	Cases will be excluded until after the first treatment has been carried out.
Scarlet Fever	Symptoms include acute inflammation of the pharynx or tonsils, with tonsils reddening in colour and becoming partially covered with a thick, yellowish exudate. In severe cases, there may be a high fever, difficulty swallowing and tender, enlarged lymph nodes. A rash develops on the first day of fever and is red, generalised, pinhead in size and gives the skin a sandpaper-like texture, with the tongue developing a strawberry-like appearance.	Antibiotic treatment is recommended, as a person is infectious for two to three weeks if antibiotics are not administered. If two or more cases occur, the HPT will be contacted.	Cases are excluded for 24 hours following appropriate antibiotic treatment.
Slapped cheek syndrome, Parvovirus B19, Fifth's Disease	Where symptoms develop, they include a rose-red rash making the cheeks appear bright red.	Cases will be encouraged to visit their GP.	Exclusion is not required.
Threadworm	Symptoms include itching around the anus, particularly at night.	Cases will be encouraged to visit their GP.	Exclusion is not required.

Disease	Symptoms	Considerations	Exclusion period
Tuberculosis (TB)	Symptoms include cough, loss of appetite, weight loss, fever, sweating (particularly at night), breathlessness and pains in the chest. TB in parts of the body other than the lungs may produce a painful lump or swelling.	Advice will be sought from the HPT before taking any action, and regarding exclusion periods.	<p>Cases with infectious TB can return to school after two weeks of treatment if well enough to do so, and as long as they have responded to anti-TB therapy.</p> <p>Cases with non-pulmonary TB, and cases with pulmonary TB who have effectively completed two weeks of treatment as confirmed by TB nurses, will not be excluded.</p>
Whooping cough (pertussis)	Symptoms include a heavy cold with a persistent cough. The cough generally worsens and develops the characteristic 'whoop'. Coughing spasms may be worse at night and may be associated with vomiting.	Cases will be advised to see their GP. Parents are advised to have their children immunised against whooping cough.	<p>Cases will not return to school until they have had 48 hours of appropriate treatment with antibiotics and feel well enough to do so, or 21 days from the onset of illness if no antibiotic treatment is given.</p> <p>Cases will be allowed to return in the above circumstances, even if they are still coughing.</p>

Appendix 2 - Infection Absence Periods

This table details the minimum required period for staff and pupils to stay away from school following an infection, as recommended by UK Health Security Agency.

*Identifies a notifiable disease. It is a statutory requirement that doctors report these diseases to their local PHE centre.

Infection	Recommended minimum period to stay away from school	Comments
Athlete's foot	None	Treatment is recommended; however, this is not a serious condition.
Chicken pox	Until all vesicles have crusted over	Follow procedures for vulnerable children and pregnant staff.
Cold sores	None	Avoid contact with the sores.
Conjunctivitis	None	If an outbreak occurs, consult the HPT. In the case of an unmanageable outbreak, the HPT may advise exclusions.
Coronavirus (COVID-19)	Suspected cases will be advised to try to stay at home until they feel well enough to get back to their normal activities and do not have a high temperature. If tested positive, adults should stay at home and avoid contact with other people for 5 days. Anyone aged 18 and under should try to stay at home for 3 days.	If symptoms are getting worse contact NHS 111 service or your GP surgery
Diarrhoea and/or vomiting	Whilst symptomatic and 48 hours from the last episode	GPs should be contacted if diarrhoea or vomiting occur after taking part in water-based activities.
Diphtheria*	Exclusion is essential.	Family contacts must be excluded until cleared by the HPT and the HPT must always be consulted.

Infection	Recommended minimum period to stay away from school	Comments
Flu (influenza)	Until recovered	Report outbreaks to the HPT.
Glandular fever	None	
Hand foot and mouth	None	Contact the HPT if a large number of children are affected. Exclusion may be considered in some circumstances.
Head lice	None	Treatment recommended only when live lice seen. Exclusion is not normally permitted. In severe, ongoing cases, the LA does have the power to exclude; however, exclusion should not be overused.
Hepatitis A*	Seven days after onset of jaundice or other symptoms	If it is an outbreak, the HPT will advise on control measures.
Hepatitis B*, C* and HIV	None	Not infectious through casual contact. Procedures for bodily fluid spills must be followed.
Impetigo	48 hours after commencing antibiotic treatment, or when lesions are crusted and healed	Antibiotic treatment is recommended to speed healing and reduce the infectious period.
Measles*	Four days from onset of rash	Preventable by vaccination (MMR). Follow procedures for vulnerable children and pregnant staff.
Meningococcal meningitis*/ septicaemia*	Until recovered	Meningitis ACWY and B are preventable by vaccination. The HPT will advise on any action needed.
Meningitis* due to other bacteria	Until recovered	Hib and pneumococcal meningitis are preventable by vaccination. The HPT will advise on any action needed.

Infection	Recommended minimum period to stay away from school	Comments
Meningitis viral*	None	As this is a milder form of meningitis, there is no reason to exclude those who have been in close contact with infected persons.
MRSA	None	Good hygiene, in particular environmental cleaning and handwashing, is important to minimise the spread. The local HPT should be consulted.
Mumps*	Five days after onset of swelling	Preventable by vaccination with two doses of MMR.
Ringworm	Exclusion is not usually required	Treatment is required.
Rubella (German measles)	Four days from onset of rash	Preventable by two doses of immunisation (MMR). Follow procedures for pregnant staff.
Scarlet fever	24 hours after commencing antibiotic treatment	Antibiotic treatment is recommended, as a person is infectious for two to three weeks if antibiotics are not administered. If two or more cases occur, the HPT should be contacted.
Scabies	Can return to school after first treatment	The infected person's household and those who have been in close contact will also require treatment.
Slapped cheek/Fifth disease/Parvo Virus B19	None (once rash has developed)	Follow procedures for vulnerable children and pregnant staff.
Threadworms	None	Treatment recommended for the infected person and household contacts.
Tonsillitis	None	There are many causes, but most causes are virus-based and do not require antibiotics.
Tuberculosis (TB)	Pupils with infectious TB can return to school after two weeks of treatment if well enough to do so, and as long as they have responded to anti-TB therapy.	Only pulmonary (lung) TB is infectious. It requires prolonged close contact to spread. Cases with non-pulmonary TB, and cases with pulmonary TB who have effectively completed two weeks of treatment as confirmed by TB nurses, should not be excluded. Consult the local HPT before disseminating information to staff and parents.
Warts and verrucae	None	Verrucae should be covered in swimming pools, gymnasiums and changing rooms.

Infection	Recommended minimum period to stay away from school	Comments
Whooping (pertussis)* cough	Two days from commencing antibiotic treatment, or 21 days from the onset of illness if no antibiotic treatment is given	Preventable by vaccination. Non-infectious coughing can continue for many weeks after treatment. The HPT will organise any necessary contact tracing.

Appendix 3 - Diarrhoea and Vomiting Outbreak Action Checklist

Date:	
Completed by:	

Action	Action taken?		Comments
	Yes	No	
A 48-hour exclusion rule has been enforced.			
Liquid soap and paper hand towels are available.			
Enhanced cleaning is undertaken twice daily, and an appropriate disinfectant is used.			
Appropriate personal protective equipment (PPE) is available.			
Appropriate waste disposal systems are available for removing infectious waste.			
Toys are cleaned and disinfected on a daily basis.			
Infected linen is segregated, and dissolvable laundry bags are used where possible.			
Visitors are restricted, and essential visitors are informed of the outbreak.			
New children joining the school are delayed from joining.			
The health protection team (HPT) has been informed of any infected food handlers.			
Staff work in dedicated areas and food handling is restricted.			
All staff (including agency) are asked if they are unwell.			
Staff are restricted from working elsewhere.			
The HPT is informed of any planned events at the school.			
The school nurse is informed.			
Ofsted are informed if necessary.			

Appendix 4 - List of Notifiable Diseases

Under the Health Protection (Notification) Regulations 2010, the following diseases will always be reported to the health protection team (HPT):

- Acute encephalitis
- Acute infectious hepatitis
- Acute meningitis
- Acute poliomyelitis
- Anthrax
- Botulism
- Brucellosis
- Cholera
- COVID-19
- Diphtheria
- Enteric fever (typhoid or paratyphoid fever)
- Food poisoning
- Haemolytic uraemic syndrome (HUS)
- Infectious bloody diarrhoea
- Invasive group A streptococcal disease
- Legionnaires' disease
- Leprosy
- Malaria
- Measles
- Meningococcal septicaemia
- Monkeypox
- Mumps
- Plague
- Rabies
- Rubella
- Severe Acute Respiratory Syndrome (SARS)
- Scarlet fever
- Smallpox
- Tetanus
- Tuberculosis
- Typhus
- Viral haemorrhagic fever (VHF)
- Whooping cough
- Yellow fever