

HYGIENE PRECAUTIONS AND PROCEDURES REGULATION

The following procedures shall be followed by all employees when providing first aid or otherwise dealing with situations where there is the possibility for exposure to or contact with blood or other body fluids.

1. Except in extraordinary, life-threatening circumstances, all employees must wear rubber gloves to prevent contact with blood or other body fluids when treating or cleaning open cuts, scrapes, abrasions, etc., or spills of blood or other body fluids.
2. All spills of blood or other body fluids should be cleaned up first with soap and water and then with a 10 percent (10%) solution of household bleach. Gloves shall be worn throughout the cleanup process.
3. If possible, feces should be disposed of in a toilet with normal flushing. All disposable materials, including gloves and contaminated material used in the cleanup process, should be placed in a plastic bag and sealed. The sealed plastic bag should then be placed in a second plastic bag and disposed of properly.
4. Mops and reusable items used to cleanup spills should be disinfected with the bleach solution and then washed out before storage or reuse.
5. Toys and/or other personal non-disposable items should be cleaned with warm, soapy water and disinfected with the bleach solution before reuse by another person or being stored away. A normal laundry cycle is adequate for other non-disposable items, including clothing. It is recommended that all non-disposable items be double bagged until they can be cleaned.
6. All persons must wash their hands with soap and water after cleaning up any spill of blood or other body fluid.
7. A supply of rubber gloves, bleach solution and plastic bags ("hygiene kit") shall be maintained in each classroom and in all other locations within the school district where a potential for direct exposure to blood or other body fluids exists, such as the gym, cafeteria, maintenance facility, bus garage, etc. The school nurse shall periodically check the status of each hygiene kit in the building or facility for which she/he is responsible. Bleach solutions will be replaced at least once each semester. An additional supply of rubber gloves shall be maintained in the nursing office in each school building or in the appropriate supervisor's office at other locations.

Student Biological Laboratory Safety Procedures

The Board of Education realizes the hazards involved in working with human blood, therefore the following procedures are adopted in regard to biological laboratory safety.

Before a class engages in work with blood or blood products, the teacher must explain the potentially hazardous nature of blood, emphasizing the fact that blood is an important means by which various agents are transmitted from one person to another. For this reason, it is important to avoid

contamination with another person's blood. It is important that ordinary cleanliness routines be observed, including washing hands with soap and water after doing laboratory work, drying hands and covering any existing cut, wound, or open sore with a sterile dressing. The following techniques should be used when high school students are working with human blood:

1. Students must always work with their own blood to avoid contamination by any transmissible agents that might be present in someone else's blood. It is strongly recommended that prepackaged ABO/Rh blood cell kits that have vials of blood previously tested for transmissible agents be used.
2. Students must always use individual sterile lancets for finger punctures and lancets must not be reused. This will help prevent contamination.
3. Specific procedures for the specific test carried out must be explained carefully to students before starting the laboratory exercise. All safety precautions must be explained thoroughly.
4. Before the finger is punctured, it must be wiped with a piece of cotton that has been immersed in alcohol.
5. If bleeding persists after the finger is punctured, the student must apply a sterile bandage using moderate pressure. This will avoid contamination and stop the bleeding.
6. Large beakers of a solution consisting of one part bleach and ten parts water (1:10) should be placed throughout the room. Lancets and any other material with blood on them must be discarded into the solution.
7. At the end of the class, laboratory desks must be wiped with alcohol or the 1:10 dilution of bleach.
8. The Board strongly suggests that these blood typing experiments be done as a "teacher demonstration" (perhaps use of the overhead projector to show clotting), rather than performed by individual students.
9. Techniques similar to these should be used for any work with human semen.
10. The Superintendent of Schools is directed ensure that any work done in the biological laboratories is consistent with Policy 8123.1 and its regulation, to ensure that universal precautions and other safety procedures are followed.

ADOPTED: 5/23/94