



GENERAL GUIDELINES FOR INFECTION CONTROL

These guidelines and procedures should be followed by **ALL STAFF** and **ALL STUDENTS** at **ALL TIMES** to eliminate and minimize transmission of all infectious disease.

HANDWASHING – **Hand-washing is the single most important** procedure for preventing transmission of infectious organisms. Proper hand washing procedures to follow:

1. Use soap and warm running water. Soap suspends easily removable soil and microorganisms, allowing them to be washed off. Dispenser-style liquid soap is recommended. The use of antibacterial soaps is discouraged.
2. Wet hands thoroughly under warm running water and dispense soap into wet hands.
3. Rub and scrub hands together for approximately 15 seconds to work up a lather.
4. Scrub knuckles, back of hands, nails and between fingers.
5. Rinse hands under warm running water. Running water is necessary to carry away debris and dirt.
6. Use paper towels to thoroughly dry hands.
7. After drying hands, use the towel to turn off the faucet.
8. Discard paper towels into appropriate plastic lined waste receptacle.
9. Allow sufficient time for hand-washing.
 - a. after using the toilet
 - b. before meals, snacks and preparing food
 - c. after handling soiled garments, menstrual pads, soiled diapers
 - d. after blowing nose
 - e. after touching potentially contaminated objects, soiled materials, etc
 - f. after removing disposable gloves
 - g. after contact with blood or other body fluids
 - h. between contact with each child in the health clinic

Schools must assure convenient and accessible hand washing facilities for all staff and students. Hand washing materials should always be available: dispenser-style liquid soap, paper towels and plastic-lined baskets for disposal.

When hand-washing facilities are not available, a waterless antiseptic hand cleaner should be used. The manufacturer's recommendations for the product should be followed. Then follow up with complete hand washing as soon as possible.

Additional ways to control infections follow:

1. Cover mouth when coughing or sneezing.
2. Dispose of used tissues in plastic-lined waste receptacle.
3. Keep fingers out of eyes, nose and mouth.
4. Stay home when sick, i.e., fever, diarrhea, vomiting, excessive sneezing, coughing.
5. Dry feet after taking a shower.
6. Refrain from sharing personal care items, i.e. combs, brushes, makeup, razors, toothbrushes.
7. Cover open, draining lesions.
8. Refrain from sharing eating utensils, drinking cups or water bottles.