

ADMINISTRATIVE PRACTICE

Barrier Methods

Barrier devices include gloves, gowns and protective eyewear. In most situations school staff will only need gloves. Barrier devices are used to protect your hands, skin, eyes, mouth, nose and clothing from coming into contact with potentially infectious materials. Use these barriers when you anticipate exposure to blood or other potentially infectious materials.

- Disposable gloves must be worn when you anticipate contact with/or handle items that contain blood or potentially infectious materials.
- Wear a double layer of disposable gloves when you encounter blood or blood-stained body fluids.
- Gloves need to be replaced if they are torn, punctured or the ability of the glove to act as a barrier has been compromised.
- Wash your hands with soap and water immediately after contact with blood, body fluids or potentially infectious material.
- Cover cuts or scratches with a bandage until they are healed.
- Use disposable absorbent material like paper towels to stop bleeding.
- Wash your hands as soon as you remove your gloves
- To remove gloves:
 - Grasp the outside edge near the wrist
 - Peel the glove away from the hand, turning the glove inside-out.
 - Hold the removed glove in the opposite gloved hand.
 - Slide ungloved finger under the wrist of the remaining gloved hand.
 - Peel the glove off from inside, creating a bag for both gloves.
 - Discard gloves. Gloves are never to be reused.

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Cleaning and Disinfecting

- Secure the area to be cleaned
- Don all personal protective equipment required.
- Remove grossly contaminated material that is contaminated with blood or other potentially infectious materials. Place into a garbage bag.
- Sprinkle absorbent powder from the outer edge inward completely covering any liquids. Let stand until the liquid has been absorbed.
- Sweep up the absorbent using dustpan and brush. Place into a garbage bag.
- Spray / wet area with disinfectant and let stand for 5-10 minutes.
- Wipe surfaces clean with paper towels and allow to dry. Discard into garbage bags.
- Decontaminate all equipment using disinfectant.
- Remove all personal protective equipment and place disposable items into garbage bags.
- Wash hands and face thoroughly with soap and water.
- Refer to the Safe Work Procedure for Cleaning Blood, Bodily Fluids and Fecal Matter.

Disposal

- Discard all contaminated materials into garbage bags. Double bag all waste and place into Biohazard bags. Fasten with zip ties.
- Using gloved hands put blood-stained clothes or potentially infectious clothing into sealed garbage bags. Send all clothing home with the student.
- Dispose of gloves as per above and wash hands thoroughly afterwards.

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