



Infection Prevention and Control Policy

Scheme Name: AUthenTISM

Effective Date: June 2026

Review Date: August 2026

Policy Owner: Sharon Lyttle & Elizabeth Nolan

1. Policy Statement

This policy helps stop the spread of germs at our summer scheme. It protects all children, staff, and visitors. We follow the rules set by the Public Health Agency (PHA) and Health and Social Care Northern Ireland (HSCNI).

All staff must learn and follow these rules. Infection control is everyone's job.

2. Hand Hygiene

Washing hands is the best way to stop germs from spreading.

When to Wash Hands

- When arriving at the scheme.
- Before eating, drinking, or handling food.
- After using the toilet.
- After coughing, sneezing, or blowing your nose.
- After playing outside or touching animals.

How to Wash Hands

- Use warm running water and liquid soap.
 - Rub hands for at least 20 seconds. Clean palms, backs of hands, and between fingers.
 - Dry hands completely using paper towels. Throw the paper towels in a bin.
 - Do not share hand towels.
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3. Respiratory and Cough Hygiene

We teach children the "Catch It, Bin It, Kill It" rule to stop respiratory germs.

- **Catch it:** Cover your mouth and nose with a tissue when you cough or sneeze.
 - **Bin it:** Throw the used tissue into a bin right away.
 - **Kill it:** Wash your hands with soap and water immediately.
 - If you do not have a tissue, cough or sneeze into your elbow. Do not use your hands.
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4. Cleaning the Environment

A clean space keeps everyone safe. We use a clear daily cleaning schedule.

- **High-Touch Surfaces:** Clean items like door handles, light switches, taps, and tables multiple times a day.
 - **Toys and Equipment:** Clean sports gear and toys at the end of each day. Do not use soft toys that are hard to clean.
 - **Spills of Body Fluids:** Clean up blood, vomit, or urine immediately.
 - Staff must wear disposable gloves and a plastic apron.
 - Use a mix of detergent and disinfectant.
 - Use paper towels to wipe the spill. Throw them away in a secure bin. Never use a standard mop for bodily fluids.
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5. Managing Illness and Exclusion Periods

Children and staff who are sick must stay at home. We follow the official PHA exclusion rules.

Staying Home

- **Diarrhoea and Vomiting:** Must stay home for **48 hours** after the very last time they were sick or had diarrhoea.
- **High Temperature / Respiratory Illness:** Must stay home until the fever is gone and they feel well enough to join in.
- **Rashes:** Children with a new rash must see a doctor. They cannot attend until the doctor says it is safe.

Getting Sick at the Scheme

- Move the sick child to a quiet, separate room away from others.
 - A staff member will stay with the child.
 - Call the parents or carers to pick up the child immediately.
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6. Staff Immunisations and Health

- All staff should be up to date with their routine vaccines. This includes two doses of the MMR (Measles, Mumps, and Rubella) vaccine.
 - **Pregnancy:** Pregnant staff must tell the Scheme Leader early. Some childhood germs, like chickenpox or slapped cheek disease, can be harmful during pregnancy.
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7. Reporting Outbreaks

An outbreak means two or more people have the same illness at the same time.

If we think there is an outbreak, the Scheme Leader will call the **PHA Health Protection Duty Room at 0300 555 0119** immediately. We will follow all instructions given by the PHA team.

Signed: _____ (Scheme Leader)

Date: _____