

## **Bodily Spillages Procedures**

### **When a child vomits**

1. **CHILD** should be administered to first:
  - cleaned up, given drink of water
  - brought to main reception area where sick bucket/bowl will be issued
  - bodily spillage book should be filled in
  - standard letter issued
  - parent/guardian/carer contacted by Mrs. Fahy/Mrs. Elliott and child sent home where possible
2. Physical area affected by vomit needs to be isolated from other children as quickly as possible, i.e. other children removed from that area.

Area affected by vomit should be cleaned in the following manner:

**N.B. DISPOSABLE PLASTIC GLOVES SHOULD BE WORN FOR OWN PROTECTION. ALL WASTE, INCLUDING GLOVES, TO BE SEALED IN SMALL PLASTIC BODILY SPILLAGE BAG.**

Hard Surface e.g. playground, classroom floor

Solid residue should be gathered and removed using paper towels/tissue.  
Liquid spills should be absorbed as far as possible with paper towels/tissue.  
The area should then be wiped/swilled with the hottest water available. Where possible disinfectant should be used to freshen the area.

Carpeted/Upholstered Surface

Solid residue should be gathered and removed using paper towels/tissue.  
Liquid spills should be absorbed as far as possible with paper towels/tissues.  
The area should then be wiped with the hottest water available. Where possible disinfectant should be used to freshen the area. The area should finally be blotted with tissue to absorb any excess liquid.

### When a child wets himself/herself or experiences diarrhoea

1. **CHILD** should be administered to first:

- allowed to clean himself/herself as far as possible and a change of clothing provided
- brought to main reception area
- bodily spillages book should be filled in
- standard letter issued
- in the case of diarrhoea, parent/guardian/carer contacted by Mrs. Fahy/Mrs. Elliott and child sent home where possible.

Where a child has wet himself/herself, he/she will only be sent home if he/she appears unwell or distressed. If the child is comfortable and feels fully recovered he/she will be allowed to return to class.

2. Physical area affected needs to be isolated from other children as quickly as possible.

Area affected should be cleaned in the following manner:

**N.B. DISPOSABLE PLASTIC GLOVES SHOULD BE WORN FOR OWN PROTECTION. WASTE SHOULD BE FLUSHED DOWN NEAREST AVAILABLE TOILET AS FAR AS IS POSSIBLE, ALL OTHER WASTE (INCLUDING GLOVES) SHOULD BE SEALED IN SMALL PLASTIC BODILY SPILLAGE BAG.**

Hard Surfaces e.g. playground, floor

Solid residue should be gathered and removed using tissue. Liquid spills should be absorbed as far as possible with tissue.

The area should then be wiped/swilled with the hottest water available and disinfected.

Carpeted/Upholstered Surface

Solid residue should be gathered and removed using tissue. Liquid spills should be absorbed as far as possible with tissue. The area should then be wiped with the hottest water available and disinfected where possible.

The area should finally be blotted with tissue to absorb any excess liquid.

## **Nose Bleeds**

1. **CHILD** should be administered to first:
  - allowed to clean himself/herself as far as possible and a change of clothing provided if necessary
  - bodily spillages book should be filled in
  - standard letter issued
  - if nose bleed does not subside parent/guardian/carers contacted by Mrs. Fahy/Mrs. Elliott
2. Physical area affected needs to be isolated from other children as quickly as possible.

Area affected should be cleaned in the following manner:

**N.B. DISPOSABLE PLASTIC GLOVES SHOULD BE WORN FOR OWN PROTECTION. WASTE SHOULD BE FLUSHED DOWN NEAREST AVAILABLE TOILET AS FAR AS IS POSSIBLE, ALL OTHER WASTE (INCLUDING GLOVES) SHOULD BE SEALED IN SMALL PLASTIC BODILY SPILLAGE BAG.**

Hard Surfaces e.g. playground, floor

Liquid spills should be absorbed as far as possible with tissue.  
The area should then be wiped/swilled with the hottest water available and disinfected.

Carpeted/Upholstered Surface

Liquid spills should be absorbed as far as possible with tissue. The area should then be wiped with the hottest water available and disinfected where possible.  
The area should finally be blotted with tissue to absorb any excess liquid.

**IN ALL CASES OF BODILY SPILLAGE THE CHILD'S FEELINGS SHOULD BE TAKEN INTO ACCOUNT AND POTENTIAL FOR EMBARRASSMENT KEPT TO A MINIMUM IN THE WAY THE SITUATION IS DEALT WITH.**

Sealed bodily spillage bags are deposited along with other school waste.

Initial date of procedure: February 1997  
Procedure last reviewed: July 2018

It is the intention to review this policy annually.