

## Sacred Heart Catholic Primary School



### **Bodily Spillages Procedures**

***Reviewed and Approved – 30th January 2020***

#### **Mission Statement**

*We are a caring community which aims to promote respect and understanding of all individuals through a sharing of Catholic Faith and the love of Christ. All children will feel a sense of worth, knowing that they are valued and loved by God in their uniqueness.*

*We seek to create a learning environment which enables our children to succeed to their best ability and which recognises and values their variety of talents  
We acknowledge the importance of our role in support for the family, the parish and the wider community.*

## Bodily Spillages Procedures

### When a child vomits

1a. **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 the Office Staff /Mrs. Elliott and child sent home.

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

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.

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

- allowed to clean himself/herself as far as possible and a change of clothing provided
- 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 the Office Staff /Mrs. Elliott and child sent home.

### Nose Bleeds

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

- allowed to clean himself/herself as far as possible and a change of clothing

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.

**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.

Procedure reviewed: January 2020

It is the intention to review this policy annually.