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3 **PERSONNEL**

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5 Prevention of Disease Transmission

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7 All District personnel shall be advised of routine procedures to follow in handling body fluids.
8 These procedures, developed in consultation with public health and medical personnel, shall
9 provide simple and effective precautions against transmission of diseases to persons exposed to
10 the blood or body fluids of another. The procedures shall follow standard health and safety
11 practices. No distinction shall be made between body fluids from individuals with a known
12 disease or infection and from individuals without symptoms or with an undiagnosed disease.
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14 The District shall provide training on procedures on a regular basis. Appropriate supplies shall
15 be available to all personnel, including those involved in transportation and custodial services.
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17 The District shall provide soap and disposable towels or other hand-drying devices shall be
18 available at all handwashing sinks. Common-use towels are prohibited. The District shall provide
19 sanitary napkin disposal in teachers' toilet rooms and nurses' toilet rooms. The District shall
20 provide either sanitary napkin dispensers in the girls', nurses', and teachers' toilet rooms or some
21 other readily available on-site access to sanitary napkins.
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23 If a staff member develops symptoms of any reportable communicable or infectious illness
24 while at school, the responsible school officials shall do the following:
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- 26 (a) isolate the staff member immediately from students or staff
- 27 (b) consult with a physician, other qualified medical professional, or the local county
28 health authority to determine if the case should be reported.

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30 **Healthy Hand Hygiene Behavior**

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32 All staff and volunteers present in any school building shall engage in hand hygiene at the
33 following times, which include but are not limited to:

- 34 (a) Arrival to the facility and after breaks
- 35 (b) Before and after preparing, eating, or handling food or drinks
- 36 (c) Before and after administering medication or screening temperature
- 37 (d) After coming in contact with bodily fluid
- 38 (e) After recess
- 39 (f) After handling garbage
- 40 (g) After assisting students with handwashing
- 41 (h) After use of the restroom

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43 Hand hygiene includes but is not limited to washing hands with soap and water for at least 20
44 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol
45 can be used if soap and water are not readily available.
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5 Staff members shall supervise children when they use hand sanitizer and soap to prevent
6 ingestion. Staff members shall place grade level appropriate posters describing handwashing
7 steps near sinks.

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9 **Confidentiality**

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11 This policy in no way limits or adjusts the School District's obligations to honor staff privacy
12 rights. All applicable district policies and handbook provision governing confidentiality of staff
13 medical information remain in full effect.

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15 Legal Reference: 37.114.101, et seq., ARM Communicable Disease Control
16 37.111.825, ARM Health Supervision and Maintenance
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19 Policy History:

20 Adopted on:

21 Reviewed on:

22 Revised on: