

SLDS INFECTION CONTROL POLICY 01092021

Zoe Dawson (Principal) has overall responsibility for implementation of the South London Dance School Infection Control Policy and Katarina Hill (Health & Safety Officer) has day-to-day responsibility for ensuring this policy is put into practice.

The aim of the infection control policy is to ensure that SLDS provides an environment and has in place appropriate processes to minimise the risk of infection of Covid-19 and other infectious diseases to all of our community.

1. Standard Precautions

All staff and students should take standard precautions to avoid the spread of Covid-19 and other infectious diseases.

- With regards to Covid-19, you should always be aware of symptoms such as:
 - A fever:** A person who feels hot to the touch on their chest or back will likely have a fever and they do not need to take their temperature to confirm this. Individuals who have a fever may flit between being hot and cold and may physically shiver.
 - A new and persistent cough:** This means that the individual will experience coughing a lot for more than an hour or having three or more coughing episodes in 24 hours.
- As well as the two main symptoms, individuals are asked to look out for any of the following symptoms, as these may be an indicator that they have COVID-19:
 - Shortness of breath
 - Difficulty in breathing
 - Fatigue
 - Headache
 - Muscle pain
 - Sore throat
 - Runny or stuffy nose
 - A loss of taste or smell
 - Change in the colour of the toes
 - Nausea
 - Vomiting
 - Diarrhoea
- It is thought that COVID-19 may present with additional or different symptoms in children, which may include:
 - A rash
 - Red, cracked lips
 - Red eyes
 - Swelling of the feet or hands
 - Joint pain
 - Dizziness
 - Vision problems

If you are isolating for any reason, or you are experiencing symptoms, you should not enter the dance school premises.

South London Dance School accepts no liability in the event that someone who has attended the studio premises contracts Covid-19 (or any other infectious disease).

Upon arrival outside the studios, always sanitise your hands before touching handles and/or buttons, then wash your hands as soon as you have entered the building. It is extremely important to regularly practise good hand hygiene as outlined in later sections.

We encourage that you keep as much distance between you and others as is feasible.

All studios, equipment, and facilities will be cleaned regularly to reduce the risk of transmission of Covid-19, and any other infectious diseases.

Remember that many people are asymptomatic, and may not show signs of Covid-19 even if they have the virus.

2. Hand Hygiene

Hand washing is the most effective way to mitigate the risk of transmitting Covid-19 and other similar illnesses.

You should always wash your hands:

- Before you start work / classes and after
- Before and after eating, drinking, or touching your face
- After using the toilet
- After coughing or sneezing

You should always use anti-bacterial soap and for a minimum of 20 seconds. Warm (not hot) water is most effective but cold water can be used where necessary. Ensure you wash all of your hands, including your fingernails, thumbs, palms, backs of your hands, and in between your fingers. Refer to notices in WC's for guidance on hand washing.

Always make sure your hands are completely dry by using a paper towel after washing as bacteria and virus particles thrive in wet environments.

If adequate hand washing facilities are not available, use hand sanitising gel/spray with at least 60% alcohol. You should always carry some sanitiser with you for emergencies, and to avoid sharing high-touch items with others. Remember that hand sanitiser is not effective as soap and water so should only be used when soap and water are not available.

3. Respiratory Hygiene

Respiratory hygiene is particularly important to reduce the spread of diseases such as Covid-19 and includes actions such as coughing, sneezing, and speaking.

Good respiratory hygiene means coughing and sneezing into a tissue and making sure to safely dispose of the tissue into a bin. Cough and sneeze into your elbow if tissues are unavailable, and try to avoid coughing and sneezing entirely when others are nearby. Always remember to wash your hands afterwards.

Covid-19 spreads through droplets, which can be expelled when speaking. Keeping a 2m distance between yourself and others helps reduce the risk of these droplets reaching other people.

4. What to do if a student shows in your class shows symptoms

- Ask the teacher in the adjoining studio to look after the rest of the students in your class and send your students through to wait.
- Put on your own mask and also the PPE face visor and latex gloves – when PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination -
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/932687/PHE_quick_guide_to_donning_doffing_PPE_standard_health_and_social_care_settings.pdf
- Ask the student to put on their mask if they have one
- Leave the student in the care of the teacher in the adjoining studio (who can see them through the glass pane in the shut door) and go to fetch the contact sheet from the office, or ask a member of the administration team to contact their parent
- Call parents to inform them of the situation and ask them to come and collect their child.
- Sit distanced from the student in the dance studio with the door to the corridor open and wait with the student until their parent arrives to take them home. Their parent will also need to collect any bags they may have in the changing rooms upstairs.
- Thoroughly clean the dance studio with normal floor cleaner in spray mop and using Dettol spray for all wipeable surfaces.
- Follow waste disposal procedure outlined in section 6 bold.
- Remove latex gloves and wash hands thoroughly for 20 seconds.
- Send email to SLDS administration team informing them of the event if they are not already aware.
- Get your students from the adjoining studio and continue teaching your class.

Please note – we believe it is very unlikely for above to happen since we do not have students in classes full-time

5. Cleaning and disinfecting

Studios and equipment will be cleaned regularly.

Any spills of body fluid should be wiped up with a cloth/tissue/paper towel, and then disinfected with wipes/spray. Wear gloves and a visor when cleaning these spillages and dispose of both in the bin afterwards. Larger spillages will likely require that the floor is mopped.

If any member of staff or volunteers notice a need for restocking cleaning supplies and/or PPE they must inform admin staff immediately so an order can be placed.

It is a good idea for staff and volunteers to disinfect the surface of their phones and laptops regularly using cleaning items that will not damage the electrical item. Phones especially, as these are used very often and in public settings.

6. Waste disposal

It is important that all waste is disposed of safely and regularly. All tissues should be binned immediately after use and you should wash your hands after.

If a bin appears very full, you should notify administration staff immediately so that it can be emptied. If you notice any rubbish lying around, wear gloves before disposing of it, or notify administration staff who can wear appropriate PPE if necessary.

Following cleaning after a suspected case of Covid-19, put face shield and any item the student has used (e.g. box of tissues) in 2 bin liners and put it at the bottom of the steps to the basement, marked 'storage for 72 hours' and the date and time you placed it there.

7. Reporting

It is the responsibility of **anyone who develops Covid-19 symptoms whilst inside the school building**, to notify a member of staff immediately and make arrangements to return home as soon as possible, avoiding coming into contact with anyone or using public transport.

It is the responsibility of **staff members** to inform the SLDS administration team if they have a positive case of Covid-19 or any other infectious disease.

SLDS administration team will report to the school community as required by NHS Test & Trace.

8. When to self-isolate

When do I need to self-isolate?

You need to self-isolate for 10 days if you:

- test positive for Covid-19 or start showing symptoms
- are an adult who has not been **fully vaccinated** (this means 14 full days **must** have passed since you received your 2nd dose), and you are identified by contact tracers as a close contact of someone who has tested positive
- are an adult who lives with someone who tests positive (or has Covid symptoms) and you are not fully vaccinated
- arrive in the UK from a **red list country**
- are an adult who has not been fully vaccinated and you arrive in the UK from an **amber list country**

What if I am vaccinated?

Fully vaccinated adults in the UK do not have to self-isolate for 10 days if they're told they have been in close contact with a person who has Covid.

The second vaccine must have been received at least **14 days before contact with the infected person.**

This rule also applies to everyone under the age of 18 ½ years.

Additionally in England, you do not have to self-isolate if you:

- are taking part (or have taken part) in an approved Covid-19 vaccine trial
- are not able to get vaccinated for medical reasons