**Working at St Luke’s During the Covid-19 Crisis**

**Personal Protective Equipment – Updated Guidance 5th March 2021**

At St Luke’s we want to ensure we keep staff and children as safe as we can. We are therefore providing PPE for specific tasks or if staff feel that PPE is required. We have face shields, disposable masks, disposable gloves and aprons available in school.

**When you must wear** **Personal Protective Equipment**

As staff at school are working in close contact with pupils and carrying out personal care tasks it is appropriate that we wear PPE for certain tasks. The following table shows when PPE should be worn.

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| **Task** | **PPE Required** |
| Toileting non-symptomatic children/stoma care | Disposable gloves  Disposable apron  Face shield  Disposable face mask |
| Feeding non-symptomatic children | Disposable gloves  Disposable apron  Face shield  Disposable face mask |
| Cleaning up sick of a non-symptomatic child or adult | Disposable gloves  Disposable apron  Face shield  Disposable face mask |
| Cleaning up other areas or bodily fluid/waste from a non–symptomatic person | Disposable gloves  Disposable apron  Face shield  Disposable face mask |
| First aid task on a non-symptomatic person | Disposable gloves  Disposable apron  Face shield  Disposable face mask |
| Caring for a child who is showing symptoms of Coronavirus (whilst waiting for parent to pick them up) | Disposable gloves  Larger coverage disposable apron (available from Sylvia’s office)  Disposable, fluid resistant face mask  Goggles (can be found in Sylvia’s office) |

**When you can chose to wear** **Personal Protective Equipment**

The following PPE is available for staff to use at any time or for any activity that they feel it is appropriate to use PPE for.

* Disposable gloves
* Disposable apron
* Face shield
* Disposable face mask

Times when staff may want to wear PPE:

* During close contact with children on learning or play tasks (this may be indoors or outdoors)
* All of the time. Some staff may have a personal preference to wear PPE all of the time. This is Ok. (Please see guidance below if you are choosing to wear PPE all of the time, particularly around the use of face masks and disposable gloves).

**How to use Personal Protective Equipment**

It is important that if we are using PPE that it is used properly.

The video below is from Public Health England and demonstrates how to use PPE effectively. It was produced for care homes so some points are not relevant, but how to put on and take off the PPE are re relevant. Please note that the level of contamination and risk in care homes has been widely documented in the media. Used PPE should be placed in bins in the hygiene suites and the face shields that we have can be reused (after cleaning)

<https://youtu.be/ozY50PPmsvE>

Disposable gloves: Gloves should only be used for one task and should be changed afterwards, for example if changing two children then a new set of gloves should be used. Staff should wash hands in between changing gloves.

Disposable aprons: Aprons should only be used for one task and should be changed afterwards, for example if changing two children then a new apron should be used. Staff should follow the attached guidance for taking aprons on and off.

Face shields: Face shields are reusable. They should be cleaned using the cleaning fluids available in classrooms. Each adult will have their own face shield and write their name on it. Face shields should be cleaned in between each time they are used. Face shields should be stored safely. Face shields are not a substitute for masks. They protect you from droplets going into your eyes, but the government advice is that you should wear a mask and not a face shield.

Disposable masks: If a disposable mask has been taken off it should be put in a bin. Disposable masks can be used for changing more than one child, as long as it is not touched or taken off.

Please also remember the importance of good hand hygiene as demonstrated in the videos.

**Staff who choose to wear PPE all the** **time**

Staff who choose to wear PPE all the time should follow the guidance below. This guidance is for working with children who do not show symptoms of Covid-19.

Disposable masks: The same mask can be worn throughout the day. This may not be practicably possible if staff are having lunch during the day, therefore it would be sensible to have a mask for a morning session and a different mask for the afternoon session.

Disposable gloves: Wearing disposable gloves can create a false sense of security and does not replace good hand hygiene. As coronavirus can live on surfaces it is sensible to assume that it can live on gloves as well. Gloves should be changed after any personal care task or after feeding a child. Gloves should also be changed after holding a child’s hands or if the adult goes to work with a different child.

Face shields: Face shields can be worn all day. I would recommend they are disinfected after personal care/feeding children, during the lunchbreak and at the beginning and end of the day. Each member of staff should have their own a face mask and their name should be written on it. Please remember that face shields do not provide adequate protection against Covid-19 on their own, if using them it is best that they are used with a mask.

**Storage of Personal Protective Equipment**

Disposable gloves, disposable aprons and disposable masks will be stored in the hygiene areas and in the Dining Hall. Staff should store their face shield in the classroom cupboard and take it to the areas where it is to be worn.

The disposable googles and aprons for supporting a symptomatic child are stored in Sylvia’s office. She will also keep a supply of disposable masks in her office.

**Disposing of used Personal Protective Equipment**

Working with children who are not showing symptoms of coronavirus:

All PPE should be disposed of in the bins in the toilet and changing areas, not in classroom bins as there is a risk that children may go in these.

Working with children who are displaying symptoms of coronavirus:

PPE should be placed in a bin bag, the bag should be tied and left in the room that the child was in. The caretaker and senior leader should be informed and they will dispose of the bag using the following protocol: Double bag the bin bag, place it in the designated bin outside and ensure that the caretaker and all senior leaders know that a bag has been placed in that bin.