



## PREVENTING THE SPREAD OF INFLUENZA

If catering staff have any of the following symptoms if a pandemic is declared they should not come into work:

Rapid onset of cough, fever, headache, sore throat, a runny or stuffy nose, aching muscles and joints, and extreme tiredness. The onset period can be one to four days.

All employees must be cleared by a doctor before they commence work as the virus can be excreted after symptoms have gone.

The virus is transmitted from person to person through close contact. Transmission is by droplet and through direct and indirect contact.

Limiting the transmission of influenza requires:

- Recognition of influenza cases and reporting cases to Bursar
- Standard hygiene principles must be used in accordance with the schools Food Safety Policy. Every school must implement basic infection control practices to help reduce the spread of infections. Good hand hygiene among catering staff is vital. Use personal protective equipment appropriately, according to risk of exposure to the virus.
- Instructing employees with respiratory symptoms to stay at home and not come in to work. Good respiratory hygiene is essential which includes the recommendations of **Catch it, Bin it and Kill it**. Employees should always carry tissues, using tissues to cover your mouth and nose when you cough and sneeze and binning the tissues as soon as possible followed by thorough hand washing.
- Environmental cleaning and disinfection. Hand contact surfaces such as light switches, fridge and door handles are a source of infection and must be disinfected regularly.
- Ensuring that overalls and aprons are regularly cleaned.
- Educating staff about the transmission and prevention of influenza.
- Ensure that the kitchen has a supply of disinfecting products and tissues for catering and other school staff.

### Hand washing

The spread of the influenza virus can in part be shown to be the result of ineffective and insufficient hand washing.

### Routine Hand washing

Must occur:

- If your hands look dirty
- Before and after any contact with food
- After using the toilet
- After removing gloves
- After handling waste
- Before commencing and leaving work

Liquid antibacterial soap must be used.



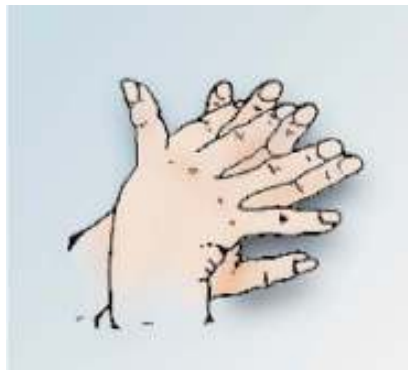
## Hand washing procedure

- Wet hands with warm running water and then apply soap
- Rub hands together vigorously to enable the soap to come into contact with all surfaces of the hands for 10-15 seconds without adding more water
- Use the six step hand washing technique as a guide paying attention to the finger tips, thumbs and between the fingers
- Rinse hands thoroughly to remove soap
- Dry hands thoroughly as wet hands transfer bugs more effectively than dry ones. Paper towels are quicker and more thorough at drying the hands.
- Alcohol gel may be applied to visibly clean hands. Apply 1cm of gel or rub on to the hands. Rub vigorously, using the six point hand wash technique shown until dry.
- Hand cream can be used to protect hands.

## Personal Hygiene Controls- Six Steps to Washing Hands

Before you begin wet your hands under warm running water, apply antibacterial soap, and then follow these six steps, rubbing the hands together quickly and firmly for around 15 seconds.

1. Rub palm to palm
2. Rub the back of both hands (right palm over left back and then vice versa)
3. Rub palm to palm interlacing the fingers



4. Rub the backs of fingers by interlocking the hands
5. Rub the thumbs (rotational rubbing of right thumb clasped in the left palm, and then vice versa)
6. Rub palms with fingertips (rotational rubbing of right fingers on the left palm, and then vice versa)

