

# Policy on

## Infection Control

Policy Author / Reviewer	Colin Muddle
Approval Date	March 2022
Next Review Date	March 2023
Version No	7
Policy Level	Group
A	All Staff

### Contents

1.	Monitoring and Review.....	1
2.	Legislation .....	2
3.	Purpose .....	2
4.	General Statement of Cambian Group Infection Control Policy .....	3
5.	Responsibilities and Reporting Structure .....	3
6.	Related Policies and Procedures.....	6

### 1. Monitoring and Review

The Proprietor will undertake a formal review of this policy for the purpose of monitoring and of the efficiency with which the related duties have been discharged, by no later than one year from the date shown below, or earlier if significant

changes to the systems and arrangements take place, or if legislation, regulatory requirements or best practice guidelines so require.

Signed:



John Ivers  
Proprietor, Cambian Group  
August 2019



Sarah Chatterton  
Head of Education  
May 2022

## 2. Legislation

- 2.1.** The purpose of this policy is to ensure that the health of all individuals in our care, staff and visitors is safeguarded through compliance with relevant infection control related legislation/guidance including:
- Health and Social Care Act 2008 – Code of Practice for Health and Adult Social Care on the Prevention and Control of Infections – July 2015.
  - The Management of Health and Safety at Work Regulations 1992

## 3. Purpose

- 3.1.** A copy of our general statement of infection control policy is given at section 4. This sets out our commitment to ensuring that, as far as reasonably practicable, all individuals in our care, staff and visitors are protected from the risk of acquiring infections as a result of our Company activities. The objectives and implications of this statement are

communicated to our employees, initially through our induction process and subsequently through the Achieve online training programme and the contents of this policy.

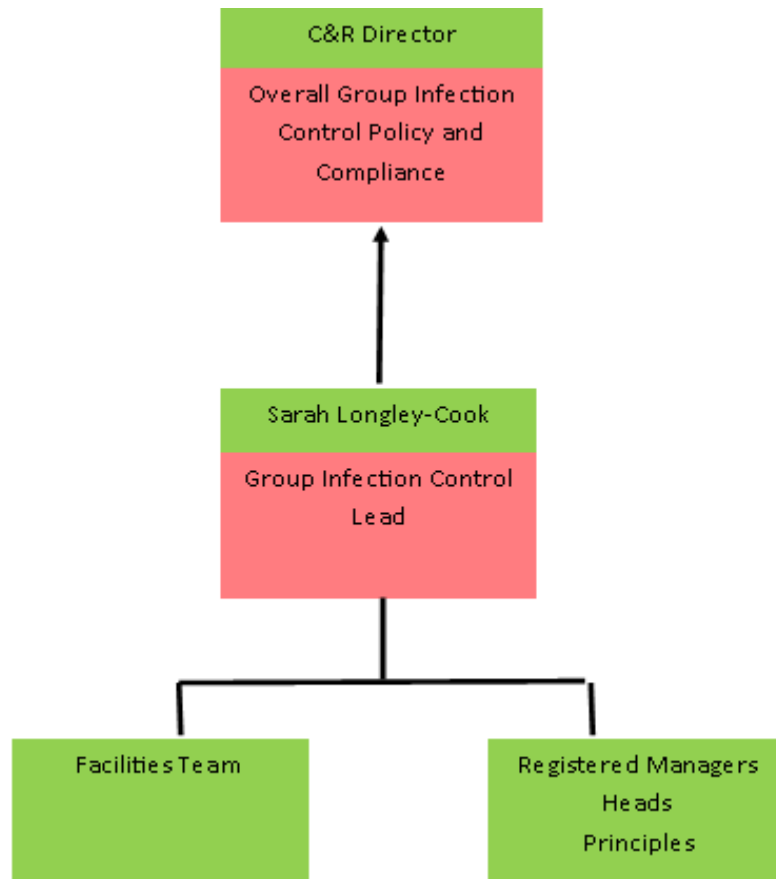
- 3.2.** Individual senior level responsibilities and reporting arrangements are detailed at section 3.
- 3.3.** This policy is supported by our infection control management system which details our arrangements for the effective management of significant risks and exposures. This includes a suite of individual policies and procedures as listed at section 6.

## 4. General Statement of Cambian Group Infection Control Policy

- 4.1.** It is our policy to ensure, so far as is reasonably practicable, that all employees, Individuals and any other persons who may be directly affected by the activities of the Company are protected from the risk of acquiring healthcare associated infection.
- 4.2.** We understand and accept our collective and individual responsibilities for minimizing and controlling the risk of infection.
- 4.3.** Cambian Group will, so far as is reasonably practicable:
- Aim to achieve compliance with legal requirements through good infection prevention and control performance.
  - Provide adequate resources to implement this policy and in particular the infection prevention and control programme and detecting and reporting of infections.
  - Establish and maintain a safe and healthy working environment.
  - Ensure that significant infection exposure risks arising from activities under our control are eliminated or adequately controlled.
  - Develop and implement appropriate infection control procedures and working practices.
  - Include the management of infection control as a specific responsibility of managers at all levels.
  - Ensure this policy is understood and implemented throughout the organisation.
  - Involve employees in infection control decisions through consultation and co-operation.
  - Maintain workplaces under our control in a condition that is safe and without risk to health.
  - Regularly review compliance with the policy and the management system that support it.
  - Provide sufficient information, instruction and supervision to enable all employees to minimise exposure to healthcare associated infections.
  - Ensure that employees receive appropriate training, and are competent to carry out their designated responsibilities.

## 5. Responsibilities and Reporting Structure

- 5.1.** To meet the objectives of our infection control policy we have clearly defined senior level responsibilities. These are summarised in the following organogram.



- 5.2.** This hierarchy does not necessarily represent the organisation for other business activities.
- 5.3.** The Compliance & Regulation Director has overall responsibility for the implementation of the Company’s infection control policy, and in particular for:
- Ensuring that the necessary arrangements are in place for managing infection control effectively and that senior managers are accountable for health and safety.
  - Considering infection control during the planning and implementation of business strategy.
  - Ensuring there are sufficient resources for meeting the objectives of the infection control policy.
  - Ensuring that arrangements are in place to monitor and review infection control performance across the company.
  - Ensuring that the necessary amendments are made to relevant policies, procedures and processes as necessary.
- 5.4.** Specific overall responsibility for the management of our infection control programme on a day to day basis has been assigned to Sarah Longley-Cook who will:
- Ensuring that the objectives of infection control policy are implemented.
  - Ensuring that infection control is considered prior to the implementation of new processes.
  - Ensuring that suitable policies and procedures are provided and implemented to meet the objectives of the infection control policy.
  - Ensuring that there is a training policy in place so that employees are competent for their respective roles and their infection control responsibilities.
  - Ensuring that arrangements are in place for the elimination or control of risks in relation to infection control.
  - Ensuring suitable emergency arrangements are in place in relation to cases of infection.
  - Ensuring, as far as is practical, suitable controls are in place for the effective management of infection in relation to individuals in our care, staff and visitors.

- Ensure that reports and recommendations provided by enforcement bodies, external consultants and other such bodies are evaluated and actioned without delay.
- Ensuring arrangements are in place to monitor and review infection control performance across the company, including outbreaks and incidents, and ensuring that the necessary amendments are made to relevant policies, procedures and processes.
- Reviewing the objectives of the infection control policy on an annual basis.

**5.5.** To assist in meeting the objectives of the Infection Control Policy, day to day responsibility for the management of infection control at individual locations is delegated to School Heads/Principals or Registered Managers of the specific location. This includes ensuring that:

- Responsibilities for infection control are clearly allocated at a local level (including the nomination of local Infection Control Leads), and that the correct level of competence and training is identified for each type of employee.
- Risk assessments are completed for significant work activities which may result in exposure to infection and the results of these assessments are implemented and communicated to employees.
- Arrangements for infection related incidents, outbreaks and emergencies are implemented.
- The infection control management system is implemented.
- Appropriate procedures are in place for the purchase, maintenance and use of equipment and materials.
- Recommendations made by external auditors, enforcement officers and other relevant parties are implemented within the timescales allocated.
- Incidents and outbreaks have been reported, recorded, notified and investigated as appropriate, and records are maintained.
- Infection control standards on site are monitored at regular intervals and ensure remedial action is implemented.
- Employees receive adequate training, information, instruction and supervision to discharge to their specific infection control responsibilities.
- The Compliance & Regulation Director is promptly informed of any significant infection control failure.
- The Compliance & Regulation Director is provided with regular reports on infection control performance, including recommendations for improvements.
- Infection control related records and documentation are complete and are systematically stored.

**5.6.** Local Infection Control Leads will assist the School Head/Principal or Registered Manager, as applicable, in meeting the objectives of the Infection Control Policy, This includes:

- Promoting and maintaining a culture in which infection prevention and control is of the highest importance.
- Undertaking appropriate training in infection prevention and control, and keeping updated with current practices.
- Practicing and promoting compliance with standard infection control precautions.
- Assessing and identifying infection control risks, and working with colleagues to prevent or minimise infection.
- Being a recognised point of contact and communicating/liasing as necessary with colleagues, unit management, the local Health Board etc.
- Ensuring that infection control is included on the induction programme and mandatory training for all staff.
- Ensuring that effective hand hygiene arrangements and practices are in place.
- Ensuring that Individuals, their relatives and visitors receive information on infection prevention and control.
- Ensuring that infection incidents and outbreaks are recorded and appropriate action taken to effectively manage and minimise the risk of recurrence.
- Ensuring that infection control issues are considered prior to the purchase or disposal of equipment and medical devices.
- Ensuring effective procedures are in place for the decontamination of the environment and equipment.
- Ensuring that there are effective arrangements in place for monitoring infection control related procedures and practices.

## 6. Related Policies and Procedures

- 6.1. GHS 05.01 Training
- 6.2. GHS 05.02 Protecting the Health of Employees
- 6.3. GHS 05.03 Blood Borne Viruses
- 6.4. GHS 05.04 Personal Protective Equipment (PPE)
- 6.5. GHS 05.05 Hand Hygiene
- 6.6. GHS 05.06 Building Maintenance
- 6.7. GHS 05.07 Equipment and Materials
- 6.8. GHS 05.08 Cleaning and Decontamination
- 6.9. GHS 05.09 Laundry Services
- 6.10. GHS 05.10 Sharps
- 6.11. GHS 05.11 Spillages
- 6.12. GHS 05.12 Waste Management
- 6.13. GHS 05.13 Aseptic Techniques
- 6.14. GHS 05.14 Care of the Deceased
- 6.15. GHS 05.15 Information to Individuals and Visitors
- 6.16. GHS 05.16 Immunisation
- 6.17. GHS 05.17 Movement of Individuals
- 6.18. GHS 05.18 Reporting Infections
- 6.19. GHS 05.19 Incident and Outbreak Management
- 6.20. GHS 05.20 Monitoring