



Westbourne
House School

CHICHESTER

DIARRHOEA & VOMITING POLICY & PROTOCOL

This is a medical protocol of Westbourne House School, which incorporates the Prep School, Pre-Prep, Early Years Foundation Stage, as well as provision for boarding, and should be read in conjunction with the school's First Aid Policy

This document describes the school's approach to diarrhoea and vomiting. The Policy and Protocol is intended as guidance for all staff and for awareness of parents and pupils.

Diarrhoea and vomiting are not classified as notifiable disease except for food poisoning. These are not uncommon and may occur at school for a variety of reasons. If an outbreak occurs at Westbourne House, PHE will be contacted for advice.

Gastroenteritis

Gastroenteritis is an infection which causes stomach upset. It may be caused by several different germs including viruses, parasites, and bacteria. These can be contracted from food, but some are passed directly from person to person.

The main symptoms include diarrhoea, vomiting, nausea, abdominal pain, and fever. Different germs cause different symptoms, but the same germs can cause different symptoms in different people.

Limiting the Spread of the Illness

If a pupil has diarrhoea and/or vomiting, measures to limit the spread of infection should be taken:

- **Day Pupils**

Any day pupil who is unwell with Diarrhoea and Vomiting at School should be isolated and parents contacted to collect them immediately. Monday - Saturday between 8am – 6pm staff must contact the Medical Department. The pupil should be isolated in the Medical Department until parents arrive to collect them. The pupil must remain absent from school until they are free of symptoms for 48 hours.

- **Boarders**

Boarders (be it part-time or full-time) should be isolated in the sick bay and cared for by the medical department. If a pupil is unwell during the hours of 8am-6pm staff should contact the Medical Department where a Nurse or Matron will care for the pupil. Outside these hours the Residential Matron will isolate the pupil and care for them overnight. The pupil will remain in isolation away from other pupils at the school until they are free of symptoms for 48 hours. The parents should be contacted and informed that the pupil is unwell and if possible, arrange to collect.

Hygiene

Careful and effective hand washing is paramount in the prevention of an outbreak. Therefore, staff and pupils should be encouraged to wash hands regularly and sanitize.

Hands need to be washed:

- After using the toilet
- Before eating meals or snacks
- Before cooking
- After dealing with an infected case
- After cleaning
- When hands are visibly dirty
- After handling animals

Enhanced Cleaning

If a pupil has been unwell at school, staff must contact either of the two school offices to arrange for a cleaner to attend and deep clean the area. All pupils must be kept away from the area until it has been decontaminated.

- Enhanced cleaning of the school is recommended to prevent an outbreak of diarrhoea and vomiting, with particular attention to toilet facilities;
- Particular attention should be made to flush handles, toilet seats, sink taps, door handles and light switches;
- Separate mops and buckets should be used for toilet areas;
- Mop heads and buckets should be stored dry between uses;
- Non-disposable mop heads should be disinfected in a washing machine (hot cycle);
- Disposable mop heads should be changed daily;
- Cleaning cloths should be disposable;
- Water used for cleaning should be fresh and changed regularly, at least between areas and after cleaning a spillage;
- All surfaces should be cleaned with a neutral detergent;
- After cleaning, disinfect with freshly made 1000ppm (0.1%) hypochlorite solution (bleach) or Dettol at the recommended concentration or with ultra-heated dry steam vapour if bleach would damage the material;
- Carpeted areas should be steam cleaned following each episode of contamination;
- Vacuuming carpets and buffing floors is not recommended as it can recirculate the virus;
- Steam cleaning of upholstered furniture is suggested;
- Machine wash all soft toys in the affected areas. All other toys should be wiped with hot soapy water and then disinfected;
- Disposable gloves, mask and an apron should be worn when cleaning surfaces or equipment, in affected areas.

Specialist Cleaning

PHE will advise on the scope and scale of any specialist cleaning over and above the schools' enhanced cleaning regime.

Nursing a pupil with Diarrhoea and Vomiting

- One Nurse and/or Matron should care for the pupil during the day. If the pupil is boarding and unable to go home the Residential Matron on call will care for the pupil overnight;
- The Nurse and/or Matron should wear disposable gloves, apron and a mask when caring for the pupil;
- Once the pupil has left the sick bay, the area must be cleaned appropriately. This will be arranged by the medical department.

The following equipment should be used when cleaning the contaminated area:

- Paper towels
- Disposable wipes
- Disposable gloves
- Disposable apron
- Disposable mask
- Yellow clinical waste bag
- Red soluble linen bag
- Bowl
- Detergent
- Bleach or Milton

Procedure for cleaning

- Wear disposable gloves, mask, and apron;
- Paper towels should be used initially to absorb fluids and placed in a clinical waste bag;
- Clean the soiled area with detergent and warm water using a disposable cloth;
- Disinfect the contaminated area with freshly made 1000ppm (0.1%) hypochlorite solution (bleach) or Milton at the recommended concentration;
- Dispose of gloves, apron, and cloths into the clinical waste bag;
- Disinfect the contaminated area with freshly made 1000ppm (0.1%) hypochlorite solution (bleach) or Milton at the recommended concentration;
- Wash hands thoroughly using soap and water and dry them.

Treatment

- Most people will get better with no treatment. One or two of the least common germs may require some specific treatment;
- Guidance from PHE is that at first, the infected person should drink plenty of clear fluids and try not to eat;
- The symptoms will usually clear up after 24 hours;
- If the symptoms last for more than 24 hours, or there is blood in the diarrhoea, the pupils GP should be contacted.

Information to Parents

The school will send out a letter advising all parents of an outbreaks of diarrhoea and vomiting and detail the actions that the school is taking. The school must also advice parents of what to do if their child is sent home with diarrhoea and vomiting.

Exclusion Period

- Pupils and staff who are affected and show signs and symptoms of vomiting and/or diarrhoea should be sent home immediately or cared for separately if there is a delay. Boarders who are unable to go home must be isolated in the isolation area at Westbourne House;
- Staff and pupils should stay away from school or work until they have been free of symptoms for 48 hours;
- Those who handle food as part of their work should check with their Line Manager and GP before returning;
- If a Pupil or a member of staff becomes ill at home this exclusion period should also be applied.

Monitoring and review

The school will review and monitor the effectiveness and compliance of this protocol (in conjunction the school's First Aid Policy). This protocol will be kept up-to-date and amended to take account of legislative and regulatory changes.

Last Review Date	Next Review Date	Reviewer(s)
September 2025	September 2026	School Nurse