

## Administrative Procedure 156

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### COMMUNICABLE DISEASES

#### Background

The Division believes it has a responsibility, to the extent possible, to protect students and staff from risk of contagion by communicable diseases.

In the course of providing protection from communicable diseases, the well being and rights of all students and staff shall be duly considered.

Communicable diseases are defined as follows: [Public Health Communicable Diseases List, PA Parkland Heath Region Information](#)

- *Category I diseases includes, among others, those that are common and can often cause large outbreaks. These include Pertussis, Measles, Hepatitis A, influenza, etc.*
- *Category II diseases include Tuberculosis, Hepatitis (B, C and D), Sexually Transmitted Diseases (STD's), and Human Immunodeficiency Virus (HIV).*

#### Procedures

1. Through the principal, school staffs shall be required to notify the local Medical Health Officer as soon as possible but within 48 hours if they become aware that someone has a communicable disease, [Public Health Act](#), 1994.
2. In like manner, the Medical Health Officer has a responsibility to notify the school administrators of the existence of communicable diseases within schools.
3. In the event that a student or a staff member is infected with a Category I communicable disease which may present a significant health risk to others if transmitted, or where school officials have a reasonable basis to believe that a student's or a staff member's physical condition may pose a significant health risk to others, said student or staff member will be required to undergo a medical assessment by a physician at the Division's expense, if necessary, to determine the nature of the student's or staff member's physical condition and the extent of any health risk to others as a result thereof. Such medical exam shall be undertaken with all due haste. If there is any communicable disease present the physician will notify the Medical Health Officer according to the provisions of the *Public Health Act, 1994* and provide a medical certificate to the Director stating whether the physical condition or behaviour of the student or a staff member poses a significant threat to the health and welfare of the students or staff of the Division.
4. In the event that the physician examining a student or a staff member determines, in consultation with the Medical Health Officer, that the physical condition or behaviour of the student or staff member poses a significant threat to the health and welfare of the students or other staff of the Division.
  - 4.1 The student will be required to withdraw from attendance at school and shall not be readmitted to school until the Medical Health Officer has determined that the student's condition no longer poses a risk of contagion in the school environment.

- 4.2 The staff member will be placed on a leave for medical reasons until the Medical Health Officer has determined that the staff member's condition no longer poses a risk of contagion in his/her working environment. Such medical leave will qualify the staff member for any sick leave compensation to which he/she may be entitled by virtue of his/her employment contract with the Division.
5. The superintendent responsible for human resources is hereby authorized to seek medical advice to determine if there is a reasonable basis to believe that a medical examination may be required of a student or a staff member and to direct that such an examination be performed.
6. Staff:
  - 6.1 Upon receipt of a medical diagnosis that a staff member has a Category II communicable disease, the superintendent responsible for human resources shall inform the local Medical Health Officer of the situation. The Medical Health Officer shall be requested to consult with the staff member's attending physician.
  - 6.2 Dissemination of information regarding the affected staff member shall be determined by the patient's physician. Such health information as is held by the Division will be treated in confidence and not shared without the written consent of the staff member.
  - 6.3 A staff member infected with a Category II communicable disease shall not be prevented from working for the Division except on the recommendation of the Director, following consultation with the Medical Health Officer and the staff member's attending physician.
  - 6.4 When an infected staff member is excluded from his/her usual place of employment, every attempt shall be made to provide alternate employment. Decisions regarding appropriate settings shall be made on a case by case basis.
- 7.1 Students:
  - 7.1 Upon receipt of a medical diagnosis that a student who is enrolled or seeking enrolment in the School Division has a communicable disease, the appropriate superintendent shall consult with the Local Medical Health Officer. The Medical Health Officer shall be requested to consult with the student's parent(s) or guardian(s) and the attending physician.
  - 7.2 Dissemination of information regarding the infected pupil shall be determined in consultation with the local Medical Officer or the Medical Health Office nurse responsible for Communicable Diseases. Such health information as is held by the Division will be treated in confidence and not shared without the written consent of the parent or guardian.
  - 7.3 A student infected with a Category II communicable disease shall not be excluded from the regular educational program except on the recommendation of the Director following consultation with the Medical Health Officer and the student's attending physician.
  - 7.4 When an infected student is excluded from school, every attempt shall be made to provide an alternate educational program. Decisions regarding appropriate educational settings shall be made on a case by case basis.
8. Precautions:
  - 8.1 The principal shall review with teachers appropriate ways of educating all students about the proper ways of dealing with potentially infectious agents, and specifically in standard (universal) precautions against exposure to blood and body fluids. In each school a definite plan shall be articulated by the principal so that all students and all other staff in the building on a regular basis, will know the expected means of dealing with potentially infectious body fluids such as blood, vomit, or other secretions.
  - 8.2 As a matter of course, open lesions on an individual who requires attention shall be covered using established first-aid procedures.
  - 8.3 Any caregiver shall avoid unprotected exposure to blood or body fluids by taking adequate precautions (e.g. wearing rubber gloves, etc.).

- 8.4 A supply of disposable gloves will be distributed by the Education Centre to all schools and kept in a place designated by the principal so that they are available to be worn when needed by a caregiver.
- 8.5 Gloves must be worn if open lesions are present on the hands of any caregiver. These gloves must be immediately disposed of by discarding them into a plastic bag, along with any materials used in the clean-up of a spill of body fluids, if that material has not been satisfactorily disposed of by flushing into a school's sewage system. In any event, the soiled gloves and residue from the clean up will be sealed in a plastic bag and placed, by the staff (not a student) or a custodian, in an appropriate place for refuse collection.
- 8.6 Good hand-washing, using hot water and soap, shall be an established practice for all caregivers, staff and students.
- 8.7 Any soiled surfaces shall be cleaned with a disinfectant such as Javex, or its equivalent, diluted one part bleach to nine parts water.
- 8.8 Whenever possible, disposable towels or tissues shall be used in the clean up.
- 8.9 Mops shall be rinsed in a solution of disinfectant as indicated in No. 8 above (or Hydrox). Disinfected and rinsed mops shall be stored dry rather than being left in a solution.

Reference: Section 85, 87, 109, 141, 175, 178, 190, 231, *The Education Act, 1995*  
*Public Health Act*

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