

# Oak Ridge Schools

## Office of the Superintendent



## Administrative Procedure 6.404

### HIV Prevention and Education

November 15, 2024

The presence of a person living with HIV infection or diagnosed with AIDS poses no significant risk to others in schools or other publicly attended facilities. However, the school district shall protect the health, safety, and confidentiality of all students who are diagnosed as having HIV/AIDS and inform all school employees as to the steps to be taken when an employee becomes aware of or suspects a student has HIV/AIDS.

## **CONFIDENTIALITY**

Every employee shall treat as highly confidential any knowledge or speculation concerning the HIV status of a student. Violation of medical privacy is cause for disciplinary action, criminal prosecution, and/or personal liability for a civil suit.

No information regarding a student's HIV status will be divulged to any individual or organization without a court order or the informed, written, signed, and dated consent of the student with HIV/AIDS (or the parent/guardian of a student if a minor).

School employees shall not make inquiries regarding the HIV diagnosis or status or AIDS diagnosis of any student. When the student's diagnosis or status has been noted in the district's student information system, further documentation regarding the student's HIV diagnosis and status will not be added to the student's electronic record. Any hard copy of health records, notes, or other documents that reference a student's HIV status will be kept under lock and key under the control of the nursing coordinator.

## **INFECTION CONTROL PLAN**

The nursing coordinator will be responsible for overseeing the infection control plan within the school district and will ensure that all employees are notified of the appropriate procedures to protect against the transmission of diseases. Prudent actions are to be employed by all staff and students. These actions shall focus primarily on steps that students and staff members can take to ensure their own well-being.

The following procedures are the appropriate hygienic and sanitation practices for all staff and students:

1. Standard precautions are to be followed at all times. Standard precautions require the assumption that staff and students approach infection control as if all direct contact with human blood and body fluids is known to be infectious for HIV, HBV, and/or other bloodborne pathogens;
2. Whenever possible, students shall be directed to care for their own minor bleeding injury. This includes encouraging students to apply their own band aids. If assistance is required, band aids may be applied after removal of gloves if caretaker will not come into contact with blood or wound drainage;

Food and Drug Administration (FDA) approved gloves are required for all tasks in which the individual may come into contact with blood or other potentially infectious materials. Such tasks include cleaning body fluid spills, emptying trash cans, handling sharps/containers, handling contaminated broken glass, cleaning contaminated equipment, and handling contaminated laundry/clothing. This also includes assisting with any minor wound care, treating bloody noses, handling clothes soiled by incontinence, diaper changing, and cleaning up vomit;

1. Immediate, complete, and effective hand washing with soap and running water of at least thirty (30) seconds duration shall follow any time there is contact with potentially infectious materials;
2. If exposure to blood or other potentially infectious materials occurs through coughing, any first-aid procedure, or through an open sore or break in the skin, a thorough washing, preferably with germicidal soap, is necessary;
3. In the event that handwashing facilities are not readily available, a thorough cleaning using an antiseptic cleanser and clean cloth/paper towels or antiseptic towelettes provided by the district as an alternative is necessary. In the event alternatives are used, hands shall be washed with soap and running water as soon as feasible;
4. Any surface contaminated with blood or other potentially infectious materials shall be cleaned after each use and at the end of the day with soap and water and then rinsed with an Environmental Protection Agency (EPA)\* approved disinfectant following labeling instructions for use or a freshly made solution of one part bleach to nine (9) parts water and allowed to air dry. Other disinfectants, as recommended by the Center for Disease Control and Prevention, may be used. These surfaces include equipment, counters, mats (including those used in physical education and athletic events), toys, and changing tables;
5. An EPA approved disinfectant shall be used when cleaning fluids such as blood or vomit from the floor or other such contaminated surfaces;
6. Contaminated laundry such as clothing and towels shall be placed and transported in bags and containers in accordance with the district's standard precautions. All such items shall be laundered with soap and placed in a dryer;
7. Needles, syringes, broken glassware, and other sharp objects found on district property shall not be picked up by students or staff, at any time, without appropriate puncture-proof gloves or mechanical device such as a broom, brush, and dust pan. Any such items found shall be disposed of in closable puncture resistant, leakproof containers that are appropriately labeled or color-coded;
8. All wastebaskets used to dispose of potentially infectious materials shall be lined with a plastic bag liner that is changed daily;
9. Gloves and repellent gowns, aprons, or jackets are required for tasks in which exposure to blood or other potentially infectious materials can be reasonably anticipated to contaminate street clothing. Type and characteristics of such protective clothing will depend on the task. Such tasks may include diapering/toileting with contamination, assisting with wound care, sorting or bagging contaminated laundry/clothing, and disposing of regulated waste with contamination;

Maximum protection with gloves, face, and/or eye protection and gowns are required whenever splashes, spray, spatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can be reasonably anticipated. Such tasks may include feeding a student with a history of spitting or forceful vomiting and assisting with severe injury and wound with spurting blood; and

3. If a first aid situation occurs, students shall report to a person in authority, and staff shall report to a supervisor.

\*Disinfectants which can be used include Lysol, Purex, Clorox, Tough Act bathroom cleaner, Dow bathroom cleaner, Real Pine liquid cleaner, Pine Sol, Spic and Span, Tackle liquid, Comet, and other products with EPA numbers.

### **ADDITIONAL PRECAUTIONS**

The following additional precautions shall be applied in all school settings. These procedures will help prevent transmission of many infections in addition to HIV and HBV:

1. A sink with soap, hot and cold running water, and disposable towels shall be available close to the classroom;
2. Sharing of personal toilet articles (e.g. toothbrushes and razors) shall not be permitted;
3. Skin lesions that may ooze blood or serum shall be kept covered with a dressing; and
4. Exchange of saliva by kissing on the mouth, by sharing items that have been mouthed, and by putting fingers in others' mouths shall be discouraged.

### **FOLLOW-UP PROCEDURES**

These procedures shall be initiated when either of the following occurs:

1. Contact of blood or body fluids to workers with chapped or abraded skin; or
2. A splash of blood or body fluids to the eyes, nose, or mouth.

The follow-up procedures shall consist of:

1. Documentation of the exposure;
2. Collection and testing of the source's blood for HBV/HIV if possible;
3. Collection and testing of the affected employee's blood for HBV/HIV immediately;
4. Medical evaluation of the affected employee by a physician; and
5. Further blood testing at six (6) weeks, twelve (12) weeks, and six (6) months if the initial test is negative.

### **PREVENTION EDUCATION**

Prevention education shall be taught for elementary school, middle school, and high school students. Educational materials and instruction shall be determined by the nursing coordinator and be appropriate to the

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age group being taught. Instruction regarding the transmission of disease through sexual activity may be omitted in the elementary grades.

The program of instruction shall include information about the nature of the diseases, treatments and cures, methods of transmission, and how infection can be prevented.

Instruction discussing transmission through sexual activity shall stress that abstinence from sexual activity is the only completely reliable means of preventing sexual transmission. Instruction shall also stress that avoidance of illegal drug use is the only completely reliable means of preventing transmission of disease through shared drug paraphernalia.

A school shall excuse a student from HIV/AIDS instruction when the instruction conflicts with the religious beliefs or principles of the student or parent/guardian and when the excuse is requested in writing.