

Administrative Procedures Manual	Administrative Procedure 160
	Appendix G
	Universal Precautions
	APPROVED: September 1, 2013
Page 1 of 1	AMENDED/REVIEWED: September 2019, March 2023, March 2025,
LEGAL REFERENCE:	Section 11, 52, 53, 196, 197, 222 Education Act Occupational Health and Safety Act Worker's Compensation Act Occupational Health and Safety Code Occupational Health and Safety Regulation

Background

Hygienic practices are required to minimize the risk of transmission of infectious diseases following contact with blood or other body fluids.

The application of Universal Precautions, meaning the application of strategies for isolation precautions to prevent the spread of blood-borne infections by applying Blood and Body Fluid precautions universally to all persons regardless of their presumed infection status, is mandatory for all staff members.

Universal Precautions in a school setting shall apply to isolation of all moist and potentially infectious body substances (blood, feces, urine, sputum, saliva, wound drainage, and other body fluids) from all persons regardless of their presumed infection status using protective gloves.

Procedures

1. Principals shall ensure that procedures are developed for the application of Universal Precautions in the school environment
2. Use dressings and tissues to minimize direct contact with blood, other body fluids and wounds.
3. When cleaning up body fluids, protective gloves are to be used.
 - 3.1. Staff members shall put on clean protective gloves just before contact with mucous membranes, non-intact skin and for anticipated contact with moist body substances. Protective gloves are to be removed promptly after use before handling noncontaminated items or environmental surfaces. Hands are to be washed immediately to avoid the transfer of micro-organisms to others or environments.
 - 3.2. The Principal shall ensure that an adequate supply of protective gloves is available to all staff members and that all staff members have knowledge of storage locations and easy access to the protective gloves.
4. If any part of the skin comes in contact with body fluids, it is to be immediately washed with a disinfectant or hot soapy water.
5. Appropriate disinfectants (e.g. 1:9 dilution of household bleach in water) shall be used in cleaning body fluids from floors, walls and clothing. Alberta Health Services can be contacted if there is doubt as to which disinfectants or cleansers are to be used.

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6. The person doing the cleaning uses disposable materials such as paper towels, if possible. If a mop is used it is to be rinsed in disinfectant before being used again.
7. All disposable articles soiled with body fluids (e.g. paper towels) are to be placed in a plastic container.
8. Non-disposable articles such as clothing and linens visibly soiled with blood or other body fluids are to be bagged or rinsed in cold water and then washed. The person who is rinsing the clothes is to wear necessary protective coverings.