



Biological and Infectious Materials

Introduction:

To identify the Park West School Division's (The Division) commitment to and responsibility for the safe use of biological materials, agents and other sources of biological hazards in laboratories in order to protect the environment, students, and teachers from the adverse effects of biological hazards. Biological Hazards refers to any bacteria, fungi, cells or tissue cultures or any other potentially infectious material used or stored at any school in The Division. The Division is committed to complying with the Workplace Safety and Health Act, Health Canada Guidelines, Canadian Food Inspection Agency's Standards and all other applicable legislation with respect to the procurement, use, storage, transfer and disposal of all biological materials, agents and other sources of biological hazards used for education.

The Division is committed to ensuring that:

- (a) exposure to biological hazards to all employees, students and members of the public from the use of biological materials, agents and other sources of biological hazards does not exceed regulatory limits; and
- (b) a high standard of biological safety and security is maintained at all times in the work and learning environment.

Assessment:

1. All biological substances present in the workplace shall be assessed to determine the risk to the safety and health of those in contact with the biological substance.
 - a. The employee using the biological substance must provide research to the Health and Safety Officer surrounding the usage and potential risks of the biological substance before bringing it into the school. The Workplace Safety and Health Committee shall review the research provided to the Division Health and Safety Officer at their next meeting.
 - b. A Safe Work Procedure SM 216A shall be developed by the employee introducing the substance to the school prior to the biological substance entering the school.
 - c. The employee introducing the biological substance into the school will then educate all students using the biological substance on the safe work procedures and any potential risks of the biological substance.
 - d. Anyone coming into contact with the biological substance shall be required to wear the appropriate personal protective equipment as per the safe work procedure.



Procedure:

When direct skin contact or contamination of material occur from unanticipated skin contact with bodily fluids (Helping a child in the bathroom, applying pressure to a bloody nose, unexpected vomiting ,etc.) proper cleaning techniques should be followed.

- a) Hands and other affected skin areas of exposed persons should routinely be washed with soap and water after contact
- b) Clothing items that are soaked through to the skin should be removed, placed in a plastic bag and sent home for laundering. Items laundered for school use, or in school, should be washed in a hot water cycle (71C/ 160 F) before reuse. One cup (minimum) household bleach should be added to the wash. This is recommended if the material is colorfast; if the material is not colorfast add ½ cup of non Chlorox Bleach (e.g. Borateem) to the wash cycle .
- c) Contaminated disposable items (tissues, paper towels, diapers) should be handled with disposable gloves.

Disposal:

1. Any biological substance that has restrictions regarding its disposal shall be identified and reported to the Division Health and Safety Officer. The Division Health and Safety Officer shall contact an appropriate disposal company.

Conclusion/Review

The Divisional Workplace Safety & Health committee will formally review the Safety & Health program every three years. A review of the program will commence if there are changes in the workplace that may affect the safety and health of the employees.