

SHARPS

POLICY

Rationale:

- Sharps such as used or discarded hypodermic syringes present a potential health and safety risk to everybody, particularly students. Our school therefore needs well understood practices for managing sharps effectively and safely.

Aims:

- To develop and implement safe and effective practices for managing sharps.
- To provide a school environment safe from the potential hazards created by sharps.

Implementation:

- All staff will be provided with professional development as to the correct process for the collection and/or disposal of sharps/syringes.
- The curriculum for all students will include identification of sharps, dangers associated with sharps, and the correct protocols for storing and disposing of sharps as outlined below.
- Students or staff members who use sharps for proper purposes (such as diabetics) must have an individual sharps management plan, agreed to by the principal.
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- All collected sharps/syringes must be recorded in the Sharps Collection Record book located in the First Aid Room.

PROTOCOL FOR DISPOSAL OF DISCARDED SHARPS/SYRINGES

1. Children are not to touch unsafely disposed of needles/syringes or sharp objects.
2. Any person finding a discarded sharp must stand beside it, and send for a staff member.
3. A staff member will place a portable sharps container on the ground next to the needle/syringe.
4. Wearing non-porous single use gloves and using long handled tongs, the staff member will place the needle/syringe into the sharps container point down, taking care to avoid the sharp end. Collect and store the needle cap or any other associated material in the same way.
5. Securely fasten the lid of the sharps container.
6. Take sealed container to principal.
7. Remove gloves and wash hands well with soap and water. Dispose of gloves in a sealed bag.
8. Complete Sharps Collection Record book located in First Aid Room.
9. Principal to contact Syringe Disposal Help Line 1800 552 355 for sharps disposal – unless required for analysis.
10. Repetitive incidents of discarded sharps found on school property will be referred to police.

Evaluation:

- This policy will be reviewed as part of the school's regular review cycle.

This policy was last ratified by School Council in....

March 2015