

# policy **SAFE MANAGEMENT OF SYRINGES**

## **RATIONALE**

To ensure the safety of students and staff from the potentially harmful effects of used syringes.

## **AIMS**

- To actively discourage students from picking up needles or syringes.
- To provide a safe means of disposing of used syringes found on or near the school grounds.
- To ensure all staff are familiar with the safe practice for disposing of potentially harmful syringes.
- To ensure students are aware of appropriate procedures upon encountering a syringe.

## **IMPLEMENTATION**

- If the discarded syringe or needle is not accessible, mark the area, supervise the area and contact the Syringe Disposal hotline on 1800 552 355.
- Students are not to touch or pick up a syringe/needle found in or around the school.
- Students are to report the sighting of a syringe/needle to an adult/staff member.
- It may be necessary for a responsible student to warn approaching students of the presence of a syringe whilst another child alerts an adult.
- Staff personal safety and the safety of students must be taken into account when dealing with a used syringe.
- When on yard duty, staff notified should locate the syringe and send for assistance from the office.
- When safe to do so, syringes should be picked up using tongs from the middle keeping the sharp end away from yourself and place in the disposal container, needle point down. (A *sharps* container and tongs are available from the First Aid room).
- Containers with syringes/sharp objects must be returned to the office for appropriate disposal via the Brimbank City Council.

## **EVALUATION**

- This policy will be reviewed as part of the school's three-year review process.

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