

Beyond the Box Student BTB recognises that, as a provider of larger student accommodation whose student population can often attend a number of different educational institutions, should a threat or outbreak of an infectious disease occur, there is a potential for diseases to spread which could affect both students and staff.

The purpose of the Policy is to ensure that BTB responds to advice & guidance from Public Health England (PHE) and/or the World Health Organisation (WHO) and acts appropriately and swiftly to take preventative and containment measures to minimise any potential risks to their students and staff.

The policy will be kept under review by the Policy Co-ordinators, who are the Head of Business Support and the Regional Operations Manager, and whose responsibility it will be to implement the procedure should it be required.

Beyond the Box Student Policy

The safety of staff and students is of paramount importance and our policy is to react in a timely and efficient manner to ensure that this safety is achieved and all government health information and advice is followed.

Policy Co-ordinators will:

1. Gain and maintain awareness of any potential risk of infectious disease outbreaks through guidelines published by PHE and/or WHO and Universities/educational establishments in the vicinity of our properties.
2. Identify advice and actions to be communicated to staff and students in line with those guidelines.
3. Facilitate all communications, risk assessments, training and instructions required and maintain this position for as long as is considered necessary, or until the risk has passed.
4. Appoint nominated deputies to assist them and make staff and students aware of who they are.
5. Liaise with external parties as appropriate:
 - PHE and/or WHO
 - Hospitals/Medical centres
 - Universities/educational institutions
 - The Media
 - Other external parties as identified

1. The ultimate responsibility for reporting notifiable diseases/organisms (causative agents) lies with the health professionals working with PHE/WHO. **(See Appendix 1 & 2)**

Where there is a need to implement this policy, the following process will be deployed.

1. The Policy Co-ordinators will act in accordance with Government health information and advice from PHE and/or WHO, or any other relevant recognised government health authority instructions
2. A risk assessment will be carried out based upon:
 - Whether the incident is a probable case, a confirmed case or an outbreak
 - A Probable Case** - when a doctor deems that an infectious disease is the most likely clinical diagnosis of a sick patient
 - A Confirmed Case** - when an infectious disease has been confirmed following laboratory analysis of patient blood samples
 - An Outbreak** - is declared and cases of infectious disease are reported by PHE and/or WHO
 - The location of the incident to BTB Site(s)
 - The time of year in the academic calendar, for example check-in
 - The outcome of the risk assessment will determine the next action
3. The Policy Co-ordinators will arrange for all staff to receive:
 - Full instructions and training in accordance with published guidelines
 - Regular updates and communications
 - Full support in the performance of any actions required
4. In the event of an outbreak of an infectious disease, affected students and staff may be instructed to remain in their accommodation or at home.
5. Anyone refusing to remain in their accommodation will be deemed to be placing others in the community at risk for failing to comply with this policy instruction:
 - Students may be asked to permanently leave the accommodation
 - Members of staff may be suspended
6. The Policy Co-ordinators will:
 - Register for health alerts on PHE and/or WHO websites if appropriate
 - Review the BTB website from time to time and any appropriate announcements or alerts will be posted, together with links to external health professional websites

- Liaise as appropriate with all governmental health organisations, Universities and educational establishments, staff, student occupiers and students' next of kin
- Communicate with all parties to notify them when the risk is over

The Procedure

1. Beyond the Box Staff

- Staff should alert their direct report if they are unwell in accordance with their Staff Handbook. If their illness falls into any of the incident categories, they will receive instruction from their direct report or HR
- The member of staff may be sent home or required to stay at home to await further advice and instruction

2. Beyond the Box Students – Before Arrival

- Where BTB becomes aware of an outbreak of infectious disease which could affect incoming students, the Policy Co-ordinators will advise staff that a risk assessment will be undertaken and to await further instructions
- All subsequent actions will be defined by the outcome of the risk assessment & published government advice

3. Beyond the Box Students – In Occupation

- Where a Hospitality Team becomes aware of a potential infectious disease situation, they should notify the Director immediately via phone, followed up by email with full details.

4. Risk Assessment

The Policy Co-ordinators will instruct a risk assessment to be undertaken considering all published government health information and advice available. Areas of consideration will be defined by the nature of the outbreak and the advice available and will include but not be limited to:

- Communication & advice to be given to students
- Clear guidance & training for staff on how to approach an unwell student, or a student displaying symptoms associated with a particular disease
- Communications to Guarantors & next of kin if appropriate
- Communications with local Universities / educational establishments
- Communication with the media if appropriate
- The restriction of student movement
- Student/Staff isolation

- Closure of the student property(s) affected
 - Student/Staff hospitalisation
 - Cleaning & decontamination
 - Liaison with the Universities / educational establishments relevant to the Site(s) affected
 - Identification of the nearest/local Public Health England Centre
5. Clear and full instructions will be issued to all relevant parties following the completion of a risk assessment
 6. At all times the Policy Co-ordinators will follow published government health information and advice.
 7. The Policy Co-ordinators will advise when the identified threat has passed.

Appendix 1 - List of Notifiable Diseases - Health Protection (Notification) Regulations 2010

Acute encephalitis
Acute infectious hepatitis
Acute meningitis
Acute poliomyelitis
Anthrax
Botulism
Brucellosis
Cholera
Diphtheria
Enteric fever (typhoid or paratyphoid fever)
Food poisoning
Haemolytic uraemic syndrome (HUS)
Infectious bloody diarrhoea
Invasive group A streptococcal disease
Legionnaires' disease
Leprosy
Malaria
Measles
Meningococcal septicaemia
Mumps
Plague
Rabies
Rubella
Severe Acute Respiratory Syndrome (SARS)
Scarlet fever
Smallpox
Tetanus
Tuberculosis
Typhus
Viral haemorrhagic fever (VHF)
Whooping cough
Yellow fever

Appendix 2: List of Notifiable Organisms (Causative Agents) - Health Protection (Notification) Regulations 2010:

Bacillus anthracis	Lassa virus
Bacillus cereus (only if associated with food poisoning)	Legionella spp
Bordetella pertussis	Leptospira interrogans
Borrelia spp	Listeria monocytogenes
Brucella spp	Machupo virus
Burkholderia mallei	Marburg virus
Burkholderia pseudomallei	Measles virus
Campylobacter spp	Mumps virus
Chikungunya virus	Mycobacterium tuberculosis complex
Chlamydomphila psittaci	Neisseria meningitidis
Clostridium botulinum	Omsk haemorrhagic fever virus
Clostridium perfringens (only if associated with food poisoning)	Plasmodium falciparum, vivax, ovale, malariae, knowlesi
Clostridium tetani	Polio virus (wild or vaccine types)
Corynebacterium diphtheriae	Rabies virus (classical rabies and rabies-related lyssaviruses)
Corynebacterium ulcerans	Rickettsia spp
Coxiella burnetii	Rift Valley fever virus
Crimean-Congo haemorrhagic fever virus	Rubella virus
Cryptosporidium spp	Sabia virus
Dengue virus	Salmonella spp
Ebola virus	SARS coronavirus
Entamoeba histolytica	Shigella spp
Francisella tularensis	Streptococcus pneumoniae (invasive)
Giardia lamblia	Streptococcus pyogenes (invasive)
Guanarito virus	Varicella zoster virus
Haemophilus influenzae (invasive)	Variola virus
Hanta virus	Verocytotoxigenic Escherichia coli (including E.coli O157)
Hepatitis A, B, C, delta, and E viruses	Vibrio cholerae
Influenza virus	West Nile Virus
Junin virus	Yellow fever virus
Kyasanur Forest disease virus	Yersinia pestis