PINEAPPLE PARTNERS

Infection Prevention and Control Policy

Title of Policy Document **Issue Date and Version**	Infection Prevention and Control November 2026 (Version 1)
Author / Department	Compliance Manager
Signed off by	 Director
Next review date	November 2027
Distribution	All services
First issue date	November 2026

1. Purpose

Pineapple Partners places people into other organisations' workplaces, including settings where poor infection control can cost lives: care services, kitchens, schools and colleges, and busy shared workplaces of every kind. This policy sets out how we play our part in preventing and controlling infection: the standards we expect of every worker we supply, the checks we make before a placement, and how we run our own office. It is deliberately practical, because infection control fails in the details.

2. Who and what this covers

This policy applies to our own office staff and to every worker we place, in every client setting. On site, the client's own infection prevention and control procedures always apply and take precedence; this policy is the floor beneath them, never a substitute for them.

3. The standards we follow

Our approach is guided by the Health and Social Care Act 2008 Code of Practice on the prevention and control of infections (the "Hygiene Code") where workers are placed into health and care settings, current UK government infection prevention and control guidance for adult social care, food hygiene law and guidance where workers handle food, and the Health and Safety at Work etc. Act 1974. Where we supply into Scotland, Wales or Northern Ireland, the equivalent national guidance applies.

4. What we expect of every placed worker

- Follow the client's infection prevention and control procedures from the first minute of the first shift, including any site-specific rules covered in induction.

- Practise effective hand hygiene: wash or sanitise on arrival, before and after direct contact with people or food, after removing gloves, and after any contact with waste or bodily fluids.
- Use personal protective equipment properly: wear what the task and the client's procedures require, change it between tasks where required, and never reuse single-use items.
- In care and clinical settings, arrive bare below the elbow, with clean uniform for each shift and hair, nails and jewellery managed in line with the client's dress code.
- In kitchens, follow food safety and allergen procedures without shortcuts, including cleaning schedules, temperature checks and the separation of raw and ready-to-eat foods.
- Report any exposure incident, a sharps injury, a splash of bodily fluids, a bite, to the client's responsible person and to us the same day.
- Do not attend work with symptoms of infectious illness. For diarrhoea or vomiting, do not return to a care setting or kitchen until at least 48 hours after symptoms have stopped.

5. Before the placement

Where a role involves care, clinical work or food handling, we verify the relevant training before the first shift: infection prevention and control training for care roles, food hygiene certification for catering roles, both refreshed in line with sector expectations. We confirm with the hirer that a site induction covering infection control arrangements will be provided on day one, and we brief workers that attending unwell is a reporting matter, not a show of commitment.

6. Outbreaks

When a client setting declares an outbreak, the client's outbreak control measures lead and we support them fully. That includes restricting worker movement between affected and unaffected settings where the client or public health guidance requires it, even when it costs us bookings. We would rather lose a shift than spread an infection.

7. Our own office

We keep our own workplace clean, provide hand sanitiser, and expect our own staff to stay home when they are infectious. Office staff sickness is managed under our normal absence arrangements, with no pressure to attend unwell.

8. Raising concerns, and review

Any worker or client who believes infection control is being compromised, by us, by a worker, or in a client setting, should contact the Compliance Manager on 0161 524 1715 or info@cucumber-operations.co.uk. Concerns that suggest a risk to patients, residents or the public can also be raised under our Whistleblowing Policy. This policy is reviewed annually, and immediately after any incident or change in national guidance.