

Health & Hygiene

Preventing the spread of infection and maintaining the cleanliness of the premises and equipment is achieved by

Premises: - Our premises are checked each day before our service commences. We have appointed a cleaner who is employed by Waterloo Primary School who cleans when our service is closed

Play area: - Surfaces between activities are cleaned with anti bacterial solution.

Equipment:-is checked when setting up and putting away checking for breakages, sharp edges.

Resources are to be cleaned when and where necessary for the next session i.e. play dough equipment, dressing up clothes.

Disposable tissues:-are supplied, children are to be encouraged to be independent and dispose of tissues in bins supplied. ***Please monitor to avoid empty boxes***

Sand pit:- Sand to be changed each term, sand to be sieved for foreign bodies and spraying with diluted sterilising fluid after each session cover to be placed on pit when not in use, dispose of spilt sand

Toilets: - toilets to be checked regularly, to be cleaned with antibacterial wipes provided, mop floors with designated buckets and mop coloured red.

Use protective clothing at all times

Change children undergarments when soiled or wet, place in a carrier bag, place in child`s tray, complete a letter for parents, relating information of incident, ensure tray to be cleaned for next session.

Encouragement given to children to wash hands after using toilet

Spare clothing is stored in toilet area, monitor clothing for stock, and ensure baskets are closed at all times.

Ensure diary is completed which is stored in disabled toilet with the disposable gloves.

All materials must be monitored to avoid emptiness

All clinical waste will be distributed by Waterloo Primary School outside contractors.

Kitchen :- rubbish to be disposed of in bins supplied all lids to be kept closed at all times, rubbish will be disposed of after session and placed in school bins by contracted cleaner. Please make sure all bins are kept clean and tidy for everyday use, please take note of signs to wash hands at all times ,when working in this area complete fridge temp chart each day. All items stored in kitchen must be kept in the right storage area. Please ensure there is no risk to all that enter this area.

Doors to be kept closed at all times

Children crockery/cutlery

All items used at snack time will be washed by children in hot soapy water rinsed and placed in welsh dresser

Each member of staff is responsible for the toys and equipment used at each session it is their responsibility to ensure all equipment is presented to the children in a safe and clean manner
All toys to be washed where and when necessary
Each term all toys to be cleaned for next session. July each year the nursery will obtain a thorough clean by removing all resources to be cleaned

Dated: 29/10/2009

Review Date: 01/11/2010