

01 Health and safety procedures

**01.4 Children’s bathrooms/changing areas**

* Children bring in bags for spare clothing and nappies/pants, these are kept on their coat peg or in their forest school bag if applicable.
* Older babies/toddlers have low changing surfaces they can climb on to, or floor surface is used. Staff should not have to lift heavy toddlers on to waist high units.
* Changing mats are cleaned and disinfected in baby change areas.
* Disposable nappies/trainers are cleared of solid waste and placed in outdoor bins.
* Staff use single use gloves and aprons to change children and wash hands when leaving changing areas. Please note that gloves are not always required for a wet nappy if there is no risk of infection, however, gloves are always available for those staff who choose to wear them for a wet nappy. Gloves are always worn for a ‘soiled’ nappy.
* Staff never turn their backs on or leave a child unattended whilst on a changing mat.
* Changing areas or stands are provided for older (disabled) children, if required.
* Changing mats are disinfected after each change.
* Anti-bacterial spray is not used where residue may have direct contact with skin.
* Anti-bacterial sprays used in nappy changing areas are not left within the reach of children.
* Natural or mechanical ventilation is used; chemical air fresheners are not used.
* All other surfaces are disinfected daily.

**Children’s toilets and wash basins**

* Children’s toilets are cleaned twice daily and whenever visibly soiled. ,( at morning set up and at the end of setting) ,and cleaners in 3 times a week to deep clean toilet bowl seat and lid with disinfectant
* Toilet flush handles are disinfected daily.
* Toilets not in use are checked to ensure the U-bend does not dry out and are flushed every week. Taps not in use are run for several minutes every two to three days to prevent infections such as Legionella.
* Children’s hand basins are cleaned twice daily and whenever visibly soiled, inside, and out using disinfectant cleaning agent. Separate cloths are used to clean basins etc. and are not interchanged with those used for cleaning toilets.
* Paper towels are provided.
* Bins are provided for disposal of paper towels and are emptied daily.
* All bins are lined with plastic bags.
* Staff who clean toilets wear rubber gloves.
* Staff changing children wear gloves and aprons as appropriate.
* Wet or soiled clothing is sluiced, rinsed,( or thrown away) and put in a plastic bag for parents to collect.
* Floors in children’s toilets are mopped daily.
* Spills of body fluids are cleared and mopped using disinfectant.
* Mops are rinsed and wrung after use and stored upright, not stored head down in buckets.
* Used water is discarded outside.
* Butler sinks and sluices are cleaned and disinfected at the end of each day.