

Health and Hygiene Procedures

Aim of the policy

To give guidance on procedures to keep the children and the setting environment as clean and healthy as possible.

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**Some policies continue to the next page. Please check you are referring to the complete policy content. These policies are reviewed annually and updated inline with changes to government legislation.*

Points to consider

1. Staff should make every effort to help the children understand that cleanliness will help to keep them healthy.
2. To reduce the risk of cross-infection, provision must be made for each child to be allocated a bed and bedding for their exclusive use, labelled accordingly. A supply of clean tissues must be available for wiping runny noses, etc. No disposable material must ever be re-used.
3. Children must be accompanied to the toilet. Although assistance may be given in wiping bottoms, washing hands, etc., staff should encourage and show children how to do as much as possible for themselves while ensuring that good hygiene is practised.
4. Children should be given the opportunity to use the toilet before going out to play, in order to minimise movement into and out of the building and to ensure that supervision of the outside play area is maintained.
5. Children's hands and faces must be cleaned before and after meals in a hygienic manner, using one flannel per child. Used flannels must then be put in for washing (this includes babies).
6. When changing nappies, staff must wear disposable gloves and aprons and ensure that the child is in a clean nappy when the parent is due to collect. Nappies must be changed at least every two hours.
7. Specified tabards worn by staff during nappy changing or cleaning tasks must not be worn while undertaking any other tasks (e.g. during mealtimes or play activities).
8. Ensure cupboards are stocked with disposable gloves, aprons, wipes, cotton wool, nappy bags and individually labelled barrier cream.
9. Soiled clothes will be rinsed through and returned.
10. All cupboards are to be kept clean and tidy.
11. All toys, games and equipment will be sterilised or thoroughly washed/cleaned monthly or as appropriate (e.g. notification of communicable illness). Staff are to complete the cleaning record logs.
12. All toys, games and equipment must be checked for safety prior to use.

Procedures for children's bathroom and changing area

Aim of the policy

To ensure that the bathroom and baby change areas are always well maintained, clean and pleasant