

Parkside Playgroup

Hygiene Policy Statement

Parkside Playgroup are committed to providing and promoting a clean and hygienic environment to safeguard the physical and emotional well-being of all children and families using the setting. This means ensuring that all staff, parents, carers and volunteers are aware of and follow hygiene procedures, and that children are shown the importance of good hygiene practices.

Parkside Playgroup aim to:

- Safeguard the health and well-being of children and families using the premises by maintaining a hygienic environment, preventing unnecessary spread of infection, raising children's awareness of good hygiene practices, and preparing and handling food and bottles safely.
- Ensure that all families using the premises are aware of and have access to our hygiene policy and procedures.
- Ensure that all staff are aware of their responsibilities in relation to hygiene and that they have the relevant training and qualifications. All new staff will be made familiar with hygiene protocols in their induction.
- Ensure staff are kept up to date with the latest information and advice from local authority health services and/or other health agencies

Procedures

Education:

- Children will be shown good hygiene practices, and be told why they are important, for example when to wash hands, how to use toilets correctly, not to use utensils or eat food that has been dropped on the floor or handled by other children.
- All children will be encouraged to follow the basic hygiene rules independently when they are at an appropriate age.
- The playgroup will ensure parents/carers are aware of the hygiene policies and will provide appropriate information and advice concerning hygiene.

Personal hygiene:

- Children will be shown how to use toilet correctly, and to wash and dry hands after using the toilet
- Children are encouraged to wash their hands before eating and after playing outside or with activities that leave residue on their hands, such as paint or sand.
- A tissue station with a large box of tissues is available and children are encouraged to blow and wipe their noses when necessary. Soiled tissues to be disposed of hygienically and clean hands afterwards.
- Children are encouraged to shield their mouths when coughing or sneezing.
- Any cuts or open wounds are appropriately cleaned and dressed with a waterproof covering.

- Staff maintain their own personal hygiene and model washing of hands:
 - before serving children's food,
 - after assisting children using the toilet,
 - after giving any first aid,
 - after wiping children's noses,
 - before and after changing soiled clothes.
- After dealing with any spillages - Staff should use disposable gloves when coming into contact with bodily fluids.
- On arrival at work and on departing for home.

Clean Environment:

- A daily cleaning routine is in place for the setting, carried out by named staff, to include all play areas, toilets, kitchens and nappy-changing areas.
- All cleaning equipment to be checked regularly to ensure it is clean and appropriate for use.
- All toys and outdoor play equipment will be cleaned and checked daily for defects by named staff.
- Sand / water play areas will be checked daily and sand/water is regularly changed
- All surfaces cleaned daily with an appropriate cleaner, and tables on which children eat to be wiped before and after use
- All rubbish will be disposed of safely to ensure that children do not have access to rubbish.
- Paper towels are used in toilet facilities.

Cleaning and clearing bodily fluids:

- Any spills of bodily fluids wiped up and disposed of by flushing down the toilet. Disposable rubber gloves will always be used when cleaning up spills of body fluids.
- Floors and other affected surfaces disinfected using suitable cleaning products diluted according to the manufacturer's instructions. Fabrics contaminated with body fluids washed in hot soapy water and double bagged for parent/carer to take home.
- Spare laundered underwear, and other clothing, are available in the case of accidents and polythene bags available in which to wrap soiled garments.
- Hygiene rules related to bodily fluids to be followed with particular care and all staff and volunteers aware of how infections, including Hepatitis B, HIV and Covid-19 infections, can be transmitted.

Food Hygiene:

- All areas where food is prepared must be cleaned daily with appropriate disinfectants
- Fridge/microwaves to be cleaned weekly
- All adults and children are encouraged to wash their hands before preparing or eating food
- All tables to be wiped prior to children eating at them
- All staff involved in the preparation of food to be aware of and follow good hygiene practices and clear routines for food storage. Staff should hold relevant qualifications where appropriate.
- Food handling procedures are monitored and reviewed regularly

Bathroom facilities:

- Bathroom facilities to be checked and cleaned daily by named staff using appropriate disinfectants.
- Nappy change facilities to be cleaned after each use
- Signs in place to encourage adults / children to wash their hands after using the facilities
- All clinical waste – e.g. disposable nappies, wipes – will be disposed of in appropriate labelled bins.

Sickness:

- The playgroup has a Managing children who are sick, infectious or with allergies policy to set out appropriate guidelines to prevent the unnecessary spread of infection and illness.
- Parents and carers are made aware of the above policy and know when and how to notify the playgroup of illness, or when they should keep a child at home.
- Parents are given a list of the exclusion periods from playgroup for children who are ill, including if they are infectious. The playgroup takes into consideration guidance from the Health Protection Agency with regards to exclusion periods for illnesses and infection control as well as the needs of the children and staff.

This policy was adopted at a meeting of

Parkside Playgroup

Held on

Sept 2021

Date to be reviewed

Sept 2022

Signed on behalf of the provider

Name of signatory

Brenda Henrick

Role of signatory

Chairperson