

## **Infection Control Policy**

**At Tiddlywinkers we aim to ensure that the environment is clean, hygienic and safe for children, staff and visitors. Each member of staff needs to be aware of and responsible for infection control procedures relating to personal hygiene of children and themselves. This will minimise the risk of transmitting infectious diseases and cross-contamination. Children will be encouraged with self-help skills with regard to personal hygiene and the importance of hygienic practices.**

**Staff will be able to access both in-house and external training on a regular basis to familiarise themselves with current practice and safe procedures.**

### **Infection Control Procedure**

#### **Environment for children**

##### **Hand washing**

**Children are made aware of the need for hand washing after using the toilet and before preparing and eating food. This procedure is closely monitored by adults in the setting**

##### **Toilet Hygiene**

**As self-help skills and independence are encouraged toilets are regularly monitored for cleanliness and safety. Depending on the ability of the child, hand washing and toileting is supervised. All toilet training equipment e.g. potties are emptied into the toilet then sprayed with anti-bacterial spray and wiped clean and dry with paper towels. Adults should wear disposable gloves and wash their hands following this procedure**

##### **Nappy Changing**

**Nappies should be changed around 10am, 2pm & 4pm and immediately after soiling, however if a child drinks large amounts of fluid their nappy should be checked more frequently. Please**

**see appendix for full nappy changing procedure. All nappies are placed in the designated bin and are then double bagged and placed in the rubbish bin 3 times a day. (see appendix for procedure)**

### **Food and Kitchen Hygiene**

**Those responsible for preparing and handling food in the child care setting must be fully aware of and comply with regulations relating to food safety and hygiene. All staff will receive appropriate training as recommended by environment health legislation. All waste is disposed of in a designated bin and depending on the nature of the waste it is stored appropriately and discarded every evening.**

### **Toys and Play Equipment**

**All toys and equipment are cleaned regularly on a rotational basis by soaking in a sterilising solution, spraying with anti-bacterial spray or washing by machine. Sandpits are protected from contamination by using a cover, these are also emptied twice a fortnight and sprayed weekly. Water trays are emptied daily and thoroughly cleaned with an anti-bacterial solution. Toys contaminated with body fluid are immediately cleaned and disinfected and children are discouraged from putting shared toys in their mouth**

### **Floors and Surfaces**

**Floors are routinely cleaned daily with a recommended sanitiser, however in the event of a body spillage, protective clothing is worn and the area is disinfected immediately.**

### **Cleaning materials**

**Separate cleaning materials will be used for the kitchen, toilets and play rooms. All cleaning materials will be stored away from children in a designated locked cupboard.**

- Dish cloths are disposable and are changed daily**

- Mops are washed thoroughly after use with hot soapy water and left to dry.
- Mops used to clean up body fluids will be cleaned with hot water and bleach.
- All mops & mop buckets are colour coded for each area (Red: Toilet, Yellow: Kitchen, Blue: General areas)

All staff will follow COSHH regulations to help prevent or reduce their exposure to hazardous substances.

### **Laundry**

All fabrics are cleaned using detergent and water at least 60°C in the washing machine. Cloths and towels used in the kitchen are laundered separately to bed linen. Children's soiled clothing are bagged and sealed and placed on their bag to be taken home and laundered, they are never rinsed on the premises.

### **Cleaning of cots and sleep mats**

All cots and sleep mats are washed daily after each use with antibacterial spray and a disposable cloth.

### **Exclusion Periods for Communicative Diseases**

Parents of children who become ill whilst in our care are contacted and required care is discussed. If a child is diagnosed with an infectious disease the exclusion periods guidelines are used. Please refer to Public Health Agency guidance.

### **Environment for Staff**

#### **Personal Protective Equipment**

Aprons, gloves and hairnets are provided for all members of staff to use as and when necessary depending on the task to be undertaken.

#### **Hand Hygiene**

**All staff need to be aware that hand washing should be carried out whenever hands are visible dirt; after touch any potential contaminated surfaces; after using the toilet, sneezing or blowing your nose; after touching or feeling animals; after contact with blood or bodily fluids; before and after handling food; after changing nappies or handling potties; before and after dressing a wound; as well as when coming to and leaving work. Steri 7 hand sanitiser is also available throughout the nursery.**

### **Arrangements for Management of Ill Staff**

**If a member of staff is unwell at work they need to report their symptoms to their manager/deputy manager, who will discuss the best course of action to take making reference to the public health agency guidelines.**

### **Contamination with Body Fluids**

**In the event of contamination with body fluids staff should immediately wash the affected area with soap and hot running water. Any contaminated clothing should be removed and stored in a sealed container until removed from the premises.**

### **Management of Bites/Blood Producing Injuries**

**If any member of staff has suffered any such injuries they should immediately stem the bleeding by applying pressure and cleaning wound as appropriate to stop the spread of infection and to prevent further contamination. Medical advice may be necessary depending on severity of the injury.**

### **Exclusion Periods for Communicative Diseases**

**If a member of staff is diagnosed with an infectious disease the exclusion period guidelines are used.**

## **Tiddlywinkers Nappy Changing Procedure**

- ❖ **Collect child requiring nappy change and find nappies and wipes (Kept in named basket).**
- ❖ **Put on plastic apron and gloves and ensure as much privacy as possible.**
- ❖ **Gently lift/assist child onto changing mat, remembering to use good lifting technique and never to leave them unattended.**
- ❖ **Undo soiled/wet nappy and clean child remember if a child is soiled to always clean from front to back (apply cream if needed).**
- ❖ **Dispose of dirty nappy and wipes in a nappy sack and place in the nappy bin, double bag if needed.**
- ❖ **Secure new nappy and re-dress child**
- ❖ **Lift or assist then down from the changing mat**
- ❖ **Remove and dispose of gloves**
- ❖ **Use antibacterial spray and paper towel to clean changing mat**
- ❖ **Remove apron and dispose**
- ❖ **Take child to wash hands whilst washing your own.**
- ❖ **Mark nappy change on sheet**
- ❖ **Take person back to the playroom**
- ❖ **Please remember never to enter the playroom with a used apron or gloves on.**