

Ravenside Pre-School

HEALTH AND HYGIENE

General Legal Requirement

- *The provider must promote the good health of the children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.*
- *Outdoor and indoor spaces, furniture, equipment and toys, must be safe and suitable for their purpose.*

We aim to provide a hygienic, healthy and safe environment for children and adults.

HYGIENE

In order to avoid the spread of infection we maintain personal hygiene by following these procedures.

Personal hygiene

- Everyone washes their hands after using the toilet.
- Individual hand towels or paper towels will be available and disposed of hygienically.
- Encouraging children by example and word to put their hands over their mouths when coughing.
- Tissues are available and used to blow noses, tissues will be disposed of hygienically.
- Cuts and open sores will be covered with a visible waterproof plaster.

Food preparation

- Always wash hands before and after preparing/handling food or drink.
- Wash raw fruit or vegetables which are to be eaten.
- Not coughing or sneezing near food.
- Store food appropriately – raw and cooked separate; kept covered and refrigerated.
- Storage areas will be regularly and thoroughly cleaned.
- Kitchen equipment will be thoroughly cleaned after use.
- Staff that are responsible for the preparation and handling of food have undertaken appropriate training.
- Notify Ofsted of any food poisoning affecting two or more children looked after on the premises.

Cleaning

- Use different cleaning cloths for kitchen and toilet areas.
- Ensure cloths for drying crockery and hands are clean and hygienic.
- Keep utensils, crockery and pots clean and undamaged, ready for use.

HEALTH

In order to avoid risks to health we always follow these health procedures

- Activities will take account of children's health needs - dietary and physical exercise.
- Fresh drinking water is available at all times.
- No smoking will be allowed on the premises.
- Animals in the setting will be fed and watered daily and cages cleaned weekly.

- Children will be encouraged to handle animals and help care for them, protective clothing will be worn and hands washed after handling.
- Changing facilities will be cleaned with anti bacterial spray after each use.

Accident

- At least one member of staff present at each session will have a current Paediatric First Aid certificate – see Practice Guidance page 21 for further information.
- Every adult will know where the first aid box and accident book is kept; a notice stating where it is will be displayed.
- Accidents, injuries and any first aid treatment will be recorded in the accident/incident book.
- A named person will be responsible for the checking the contents of the First Aid box once a week.
- The first aid box will contain the following as given in the guidance in The Health and Safety (First Aid) Regulations 1981.

Dealing with bodily fluids

If an accident or illness occurs which results in bleeding, vomit, faeces or urine, the following procedure will be followed:-

- Disposable gloves will be worn.
- The wound will be washed in water.
- A suitable dressing will be applied.
- Wrap blood stained tissues or waste paper in a yellow plastic bag and dispose of it in line with your premises procedures.
- Wash blood splashes off the skin with hot soapy water or out of eyes with water.
- Clean affected area by blood, vomit, urine or faeces with diluted household bleach (1:10).
- Waste cleaning materials will be put in yellow bags and disposed of in line with your premises procedures.
- Clothes, soft toys or soft furnishings stained by body fluids will be washed by hand using hot water and detergent or in the hot wash cycle in a washing machine.

Special note re HIV/AIDS

- All settings should follow the hygiene policy when dealing with accidents resulting in bleeding or vomiting or in cases of diarrhoea and changing nappies.
- No one has the right to know if another person is HIV positive or has AIDS.
- If the manager is told about a child or adult HIV status they should inform the chair of the committee alone.
- This information should not be shared with anyone else without the permission of the person concerned.
- OTHER PARENTS DO NOT NEED TO BE TOLD
- Any failure by an employee to keep this information confidential may result in immediate dismissal and will always result in disciplinary proceedings.

Agreed on

Reviewed on

