



Callington Kindergarten Hygiene and Infection Control Policy

Policy Number 1

Issue number 1

Link to NQS for ECE Principles: Quality area 2.1.1

2.1.3

2.1.4

2.3.1

2.3.2

3.1.2

4.2

5.1.1

Policy statement

- Callington Kindergarten promotes hygienic practices and prevents the spread of infections by implementing the following strategies:
 - effective handwashing;
 - hygienic cleaning techniques;
 - handling, storage and disposal of body fluids;
 - maintenance of a hygienic environment;
 - knowledge of infectious diseases and exclusion guidelines;
 - identifying and excluding sick children and staff; and
 - promoting and maintaining records of children's and staff immunisation.
- Callington Kindergarten has a duty of care to ensure that all persons are provided with a high level of protection during the hours of the service's operation.

Protection can include:

- notifying children, families, staff/carers, local community or the relevant health authorities of a diagnosed infectious illness or disease;
- ensuring staff/carers have adequate equipment or products, such as disposable gloves, detergents and soaps;

- maintaining procedures, such as correct handling of body fluids;
 - maintaining staff/carers awareness of hygienic human contact and physical interaction with others;
 - increasing staff/carers awareness and knowledge of cross infection; and
 - Maintaining a hygienic and healthy environment, such as cleaning the service daily and ensuring that the service is well ventilated.
- In meeting the service's duty of care, it is a requirement under the *Occupational Health & Safety Act* to ensure that the service's stakeholders are protected from harm.
 - It is understood by staff, children and families that there is a shared responsibility between the service and other stakeholders to accept and implement the Hygiene and Infection Control Policy as a high priority.

Rationale

Maintaining an effective level of hygiene is one of the most important and regularly implemented practices in a kindergarten. Effective hygiene strategies and practices assist kindergartens to protect all persons from, and minimise the potential risk of, disease and illness.

Many of the hygiene habits developed during childhood will continue throughout life. Callington Kindergarten will demonstrate to children the hygiene practices which reduce the likelihood of cross infection and explain the reasons for them.

Experiences that promote basic hygiene awareness assist children to become competent and independent, and develop valuable life skills.

- National Health and Medical Research Council. (2005). *Staying healthy in child care: Preventing infectious disease in child care* (4th ed.). Canberra: Author.

Strategies and practices

Standard precautions

'Standard precautions' (or Universal Precautions) are used primarily in medical and health-related professions, but are also relevant to children's services. They are a set of practices that assist health care professionals in minimising the risk of cross infection and providing a basic level of infection control.

The precautions support the assumption that all body fluids¹ are potentially infectious, therefore all persons are treated equitably when implementing hygiene practices to minimise cross infection and protect everyone.

Some of these practices, which are relevant to children's services, are:

- handwashing;
- hygienic cleaning techniques;
- using protective products and equipment, such as gloves;

¹ For the purpose of this policy, body fluids are defined as mucus, saliva (including air-borne droplets), urine, faeces, and blood.

- safe handling and disposal of body fluids;
- safe storage of materials that have come into contact with body fluids; and
- maintaining a hygienic environment.

(School of Medicine, Flinders University, 2002)

Hand washing

Hands should be washed:

- after going to the toilet
- before and after handling food
- after sneezing, coughing, blowing nose
- after caring for someone who is sick
- after changing a nappy
- after handling rubbish
- after smoking

Adults:

- Remove bandaids and discard in bin
- Lather hands and wrists with soap
- Rub areas between fingers as well as palms and backs of hands
- Rub for at least 15 seconds
- Rinse thoroughly under running water
- Dry hand thoroughly
- Re-apply any bandaids required

Children

Staff will support children to:

- Remove bandaids and discard in bin
- Lather hands and wrists with soap
- Rub areas between fingers as well as palms and backs of hands
- Rub for at least 15 seconds
- Rinse thoroughly under running water
- Dry hand thoroughly

Re-apply any bandaids required

Personal Protective Equipment (PPE)

Use of gloves

The gloves referred to here are the disposable latex type, for single use only. These gloves must be used when coming into contact with blood, body fluids and non-intact skin and must be;

- Discarded immediately after use
- Changed when torn or punctured
- Changed and hands washed after each use and also during multiple procedures on the same child where a risk of cross contamination exists.

Hands must be washed as per hand washing procedure after removal and disposal of gloves.

Safe handling of body fluids or materials in contact with body fluids²

Nappy changing procedures:

- Staff member to notify other staff that they are in process of changing a child.
- Collect child's bag with clean nappy and clothes.
- Put on gloves
- Disinfect surface with spray provided, wipe over with paper towel and dispose in rubbish bin.
- Collect child and place on change area.
- Staff will remain with child **always** when on change area.
- Placed soiled nappy and wipes in disposable bag – keeping one hand on the child
- Redress child and release to the play area.
- Disinfect change area again
- Place all disposable items (including gloves) in the disposable bag, tie and place within another disposable bag.
- Secure and place within the bin next to the change area.
- Wash hands as per guidelines.
- Record detail of nappy change.
- Notify staff that you are back on the floor.
- Change bin is emptied at the end of each day into outside bin.

If an older child has a toileting accident staff must use gloves, and double bag the clothes then place them in the child's own bag.

Safe washing of all materials

- All centre washing e.g., tea towels etc is washed off site.

Maintaining clean and hygienic environments

Staff maintain a clean and hygienic environment by

- Spray and wipe toilet area at the end of each session or earlier if needed
- Wash dishes after each session
- Clean and disinfect tables at the end of each session and after lunch
- Sweep, mop and vacuum floors at the end of each day
- Wash and disinfect children's toys on a regular basis

Immunisation

Please refer to the service's Immunisation and Health Related Exclusion Policy.

Exclusion guidelines for an infectious disease

Please refer to the service's Immunisation and Health Related Exclusion Policy.

Excursions

Staff will maintain safe hygiene and infection **control during excursions by:**

- Ensuring the emergency bag is always packed with gloves, tissues, spare clothes, disposable bags as well as the regular first aid equipment.

² For the purpose of this policy, 'materials in contact with body fluids' can be defined as cloth nappies, children's clothing, staff/carer clothing, tissues, face wipes, cleaning cloths, paper towels, kitchen tea towels, linen used for resting or sleeping, cushion covers, dramatic props and dress ups, children's toys and resources, such as puppets, teddy bears, felt books.

- ## Policy review

- ## Links to other policies

- Child protection
- Enrolment of new children and families to the service
- First aid
- Illness
- Immunisation and health related exclusion
- Maintenance of buildings and equipment
- Medication
- Occupational health and safety
- Privacy and confidentiality
- Records management
- Supporting children's individual needs

Signatures _____ Director