

## **HYGIENE AND HEALTHCARE POLICY**

### **HYGIENE**

All staff and volunteers are made aware of good hygiene practice during their induction period.

Staff encourage children to maintain their own personal hygiene including the washing of hands after using the toilet and before eating/handling food and after certain activities e.g. painting, handling pets, gardening.

Toilets will always have running water, soap and clean towels available.

Tissues are used and disposed of hygienically and hands washed.

Disposable gloves are available for clearing up after spills of bodily fluids. These spills will be cleaned immediately using disposable towels and a cleaning product that combines a detergent and disinfectant.

The premises (toilets, tables and equipment) are checked regularly throughout the session and cleaned on a daily basis. Frequent hand contact sites such as toilet flush handles, taps, door handles etc are cleaned and disinfected regularly.

Other equipment such as toys are cleaned routinely and according to need. Staff responsible for food preparation and handling are fully aware of and comply with regulations relating to food safety and hygiene and will have completed a recognised food hygiene qualification. This will be kept updated.

Kitchen surfaces, chopping boards and utensils are cleaned before and after use. Disinfectants are used on food contact surfaces.

Kitchen cloths are washed and disinfected regularly and left to dry before using them again. Disposable kitchen towels are used for wiping worktops and chopping boards.

Fridge and freezer temperatures are checked and recorded daily.

All waste is disposed of regularly and appropriately.

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### **HEALTH CARE**

Children are encouraged to make use of outdoor space/activities available. Physical play equipment/opportunities to encourage physical activity are provided. Activities to increase children's awareness of health and hygiene issues are introduced.

The Club has separate healthy eating and sun awareness policies. Parents/carers must inform the Club about any medical conditions, allergies, special dietary and health care needs their child/ren might have on the child registration form

Parents/carers are required to give written permission to the Club in advance for any necessary emergency medical advice or treatment. This permission is given as a part of the parent's/carer's contract which is signed when a child first registers with the Club.

### **First Aid**

The Club has a first aid box, which complies with health and safety (first aid) regulations.

It is accessible to staff, but out of the reach of children.

A first aid kit will also be available for use during outings.

Staff are trained in first aid in accordance with the National Minimum Standards for Regulated Child Care and other relevant regulations. First aid qualifications are renewed every 3 years.

It is the responsibility of Mrs Rebecca Stollery the nominated qualified first aider within the Club, to maintain the contents of the first aid box for use. This includes checking that items are not out of date, packaging of sterile items is intact and replacing any items that are used or found to be unusable.