

Health and Hygiene Policy

To prevent the spread of infection Little Learners aims to:

Hygiene

- All staff should be aware/responsible of own personal hygiene (clean hair, clothes, wear deodorant, teeth, fingernails etc...)and appearance must be smart and tidy
- Employees that smoke, must wash their hands, spray perfume/aftershave, brush teeth/mouthwash or have a mint/chewing gum (not around the children)
- All staff/children must wash hands after using the toilet
- When children have runny noses, they will be encouraged to wipe and throw away the tissue, we have tissue stations in each room for the children to help themselves, and wash their hands using the 'catch it, bin it, kill it' approach.
- All paper towels to be disposed of when finished being used
- Use appropriate cloths for cleaning Toilet/kitchen/nappy area wearing disposable apron and gloves
- All areas must be cleaned with appropriate cleaning products must be labelled and kept in the cleaning cupboard, kitchen cupboard or on high shelf away from the children reach (all COSHH info is kept in the office)
- Always use disposable gloves/aprons when changing nappies/taking children to toilet/cleaning of any kind
- Contaminated clothes must be washed in hot water and put into a double wrapped sac and put with the child's belongings/peg
- Spare clothes are kept in bathroom or Hedgehog room.
- Red cloths, mops and buckets are for use in the toileting areas only. Green cloths, mop and buckets are for use in the kitchen areas only. Blue cloths, mobs and buckets are for use in general areas only.

Health

- Milk and water will be offered at snack time along with fruit/healthy snack
- Parents must supply babies' milk which must be pre-measured and labelled.
- During the session the children will have the opportunity to go outside, children must wear/bring suitable clothing and footwear for all weathers.
- Slippers or socks must be worn in under twos area (no outdoor footwear)
- If children have an infection that is contagious parents and carers must not bring their child to nursery and seek advise from their general practitioner
- If a child has had diarrhoea or has vomited, they are not to attend nursery until 48 hours after the last episode
- All cuts/open sores must be covered to prevent any infection to the sores
- Parent/guardian permission is needed to apply plasters on cuts/open sores this is achieved by signing allergies section on registration form
- Administrated drugs must be written onto medication forms, parents must sign/state dosage/times medicine need to be administrated. Staff must sign when administrated the medication and parents/guardian must sign when child has been collected to acknowledge the times and dosage the child was given, please see medication policy.

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- All medication is kept in the lockable cupboard in the managers office or in the fridge in the Squirrel kitchen (top shelf)
- First aid box in each room is checked monthly
- All employees are first aid trained.
- Little Learners is not responsible for anyone who puts themselves at risk by not wearing appropriate PPE clothing/gloves/apron when changing nappies/taking child to toilet/cleaning etc but if a regular occurrence disciplinary action will be taken. Staff must wash their hands after every nappy change.
- Food is provided by Slice of Pie. It is nutritious and freshly made daily, and meets the needs of all children with dietary/allergy requirements.

This policy was reviewed January 2025 by Vicky George Manager V. George

Proofed By Elaine Burnett Managing Director Next review: January 2026