Health and Hygiene

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 paper towels will be available and disposed of hygienically.
* Having sufficient clean spare clothes.
* 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.

**Toileting and Toilet Areas**

* Each morning check there is an adequate supply of: liquid soap; toilet rolls; paper towels.
* Ensure toilets are clean and flushed **during** each session and after the morning session.
* Gloves and apron must be worn when cleaning the toilets.
* Toilet seats to be wiped with anti-bacterial wipes.
* Toilet area must be cleaned using the designated mop.
* Every night leave mops to soak in a solution of dilute disinfectant.

##### When taking children to the toilet –

* Do not ignore a request to go to the toilet.
* For newly trained children ask discretely at regular intervals if they need to go to the toilet.
* Offer to help the child.
* Ask the child what help they would like.
* Respect the child’s wishes for privacy and physical help.
* If a child has a toileting accident, do not change them in front of other children or adults.
* Collect appropriate changes of clothes.
* Be aware of parent’s preferences and any specific requirements about changes of clothes.

**Under no circumstances are students allowed to accompany or assist children in their toileting.**

**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.
* Premises and equipment will be clean.