

▲ HYGIENE AND INFECTION CONTROL

▲ NQS

Element 2.1.2: Effective illness and injury management and hygiene practices are promoted and implemented.

Element 2.2.1: At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.

Element 2.2.2: Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.

Element 3.1.1: Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting the access of every child.

Element 3.1.2: Premises, furniture and equipment are safe, clean and well maintained.

Education and Care Services National Regulations: 77; 82(1); 83; 103; 107(3)(a)(ii); 109(b); 112.

▲ PURPOSE

The purpose of this policy is to set out the protocols implemented at the Centre to actively minimise the risk of cross infection, disease or illness.

▲ POLICY

It is the policy of the FROEBEL that the internal and external environments are safe, clean and hygienic. FROEBEL is committed to providing and maintaining an environment which safeguards children and Centre's staff and visitors from infection. Where children or employees become mildly ill, exclusion will be at the discretion of the Centre director or Responsible Person. It is not possible however to prevent the spread of all infectious diseases and illnesses within the Centre.

The Centre does not accept responsibility for any infectious disease a person may contract while at the Centre.

The Centre promotes hygienic practices and prevents the spread of infections through the following strategies:

- effective hand washing
- hygienic cleaning techniques
- hygienic handling, storage and disposal of body fluids

- maintenance of a hygienic environment
- knowledge of infectious diseases and exclusion guidelines
- promoting immunisation and maintaining records of children's and educators immunisation.

The Centre has a duty of care to ensure that all persons are provided with a high level of protection during the hours of the Centre's operation.

Re: infectious or immunisable diseases refer to the **Immunisation and Health Related Exclusion Policy**.

▲ PROCEDURES

I. General cleaning

Educators will clean the Centre throughout the day to maintain a safe and hygienic environment. Educators wear gloves when cleaning with chemical products to reduce the likelihood of skin irritation or infection.

II. Hand washing

Hand washing is the most effective way of controlling infection in the Centre. Educators and children should wash their hands:

- When arriving at the Centre to reduce the introduction of germs.
- Before all cleaning tasks e.g. handling and preparing food and eating.
- After all dirty tasks, e.g. nappy changing, toileting, cleaning up faeces, vomit or blood, wiping a nose, playing outside, handling animals.
- After removing gloves
- Before and after giving a child medication
- After giving first aid
- Before going home to prevent taking germs home.

III. Nappy Changing

- Nappy changing will be done only in the designated nappy change area which will be properly stocked with gloves, paper towels, towelettes, plastic bags, fresh nappies, clean clothes, rubbish bin with sealed lid lined with plastic.
- Nappy changes occur frequently and as needed throughout the day.
- After each nappy change the child's and caregiver's hands will be washed and the change table cleaned.
- At the end of each day the nappy change area will be disinfected.
- The procedure for nappy changing will be displayed in the nappy change area.

- The Centre only provides disposable nappies.
- Cloth nappies may be used and are provided by the parent, for management of cloth nappy hygiene practices please see: **Toileting, nappy change and hand washing policy**.
- The laundry area includes a washing machine with hot & cold-water supply for the laundering linen and soiled clothing.

IV. **Other hygiene and infection control measurements**

- The Centre will ensure that **toilets and hand washing facilities are easily accessible to children**. Children will be encouraged to flush toilets and wash hands after use.
- Educators will use separate cloths or **tissues** to wipe different children's faces and noses. Tissues will be disposed of immediately after wiping a child's nose.
- Each child will have their own **bedding**, when used by one child is washed before it is used by another child.
- The Centre will
 - wash mouthed **toys** daily using warm water and soap, and dry in the sun,
 - rotate toys to allow for washing and
 - use individual toy bags for babies,
 - clean books by wiping with moist cloth and drying,
 - clean storage areas weekly.
- **Surfaces** will be cleaned with detergent after each activity and all surfaces cleaned thoroughly daily.
- **Floors** will be washed each day. Areas contaminated with body fluids will be disinfected after washing.
- **Each child will be provided with their own drinking and eating utensils at each mealtime**. These utensils will be washed after each use. Educators will encourage children not to use drinking or eating utensils which have been used by another child or dropped on the floor.
- Educators will ensure that children do not eat **food** that has been handled by another child or that has been dropped on the floor.
- Food will be prepared; kept and served hygienically.
- Food preparation facilities will be maintained according to Education and Care Services National Regulation requirements and food safety standards.
- **The Centre will ensure it meets all requirements for food handling premises** in accordance with the FSANZ Food Safety Code.
- The rules of hygiene and dental care will be included in the child's **program** and educators will initiate discussion about these subjects with groups and individual children at appropriate times.
- Information on hygiene and dental care principles and practices will be **available to parents** in the common areas and drawn to the attention of all parents on a regular basis.
- **No alcohol or unlawful substances** will be consumed on the premises of the Centre at any time when the service is being provided to the children

- **No cigarettes and/** any substance will be smoked on any part of the premises of the Centre at any time when the service is being provided to the children.

V. Blood and body fluids

The following procedures will be implemented when dealing with blood, body fluids and secretions:

- Where a child or Centre's educators has blood or body fluids splashed in their eyes or on their faces
 - The area will be rinsed with a sterile eye solution or with water for several minutes and
 - If the person is wearing contact lenses, the eyes will be rinsed first with the contact lenses in and then after the contact lenses have been removed; contaminated contact lenses must not be re-worn.
- Where a child or educators has blood or body fluids splashed into their nose or mouth, they will blow their nose or spit it out and then rinse the area.
- Any implements used in the administering of First Aid must be soaked in a bleach solution for five (5) to ten (10) minutes; the recommended dilution is one (1) part bleach to ten (10) parts water,
- Clothes, towels, soft toys and other fabrics contaminated with blood or body fluids must be rinsed in cold water and soaked in a bleach solution for two (2) hours; they will then be laundered according to the standard process.
- Durable objects contaminated with blood or body fluids will be washed in warm soapy water and boiled for ten (10) minutes and
- Porous objects contaminated with blood or body fluids will be cleaned with detergent and water and then wiped over with a freshly prepared bleach solution.

Educators will wear gloves when dealing with blood and body fluids. Contaminated gloves and paper towels will be placed in a sealed plastic bag and disposed in the industrial bin immediately. Educators are required to wash their hands thoroughly after dealing with blood and body fluids. Cuts or open wounds will also be covered with an occlusive dressing.

▲ HIV/AIDS

It is the Centre Director's responsibility to educate and inform employees and parents about HIV/AIDS. One of the main problems surrounding HIV/AIDS is a lack of understanding which leads to an unfounded fear to the virus. The following provides basic information on HIV/AIDS -

- AIDS is a medical condition which can damage a bodies' immune system.
- It is caused by a virus which is transmitted through the exchange of bodily fluid and is primarily passed on through sexual contact.
- The AIDS virus can be transmitted through blood products. However, the risk of

contracting AIDS from a blood transfusion is minimal and said to be about one in 1,000,000.

- There is no evidence of the spread of the virus to children through other means at this time.

The confidentiality of medical information must be adhered to regarding an infected child. Any information disclosed to the Nominated Supervisor regarding a child from family members must not be passed on to any other educator unless the child's caregivers provide written authorisation.

Children with the HIV virus will be accepted into the Centre.

Educators will always carry out routine hygiene precautions to Australian standards to prevent the spread of any infections following the Centre's relevant policies and procedures.

Educators will exercise care regarding the exposure of bodily fluids and blood and the Centre's hygiene practices will be used to prevent the spread of infection. Similarly, if the need arises to perform CPR on a child infected with HIV a disposable mouth to mouth mask will be used.

Children who are infected with HIV will be assessed by their doctor before they are excluded from the Centre if recommended by the child's doctor. Children who have abrasions or open wounds will cover them while at the Centre. If these abrasions cannot be covered for any reason unfortunately the child will have to be excluded from the Centre until the wound has healed or can be covered.

Educators who have been infected by HIV are not obliged to inform their employer but are expected to always act in a safe and responsible manner to minimise the risk of infection.

No child, educator, parent or other visitor to the Centre will be denied First Aid at any time.

▲ SOURCES AND FURTHER READING

- Education and Care Services National Regulations
- Early Years Learning Framework
- National Quality Standard
- Public Health (Amendment) Act 1991
- Anti Discrimination Act 1997
- Infection Control and some common Infections in Young Children, Childcare and Children's Health, Vol. 8 (3), 1-4, 2005:

www.rch.org.au/emplibrary/ecconnections/CCH_Vol8_No3_May2005.pdf

- National Health and Medical Research Council: "Staying Healthy: Preventing infectious diseases in early childhood education and care services (5th Edition)", June 2013
http://www.nhmrc.gov.au/_files_nhmrc/publications/attachments/ch55_staying_healthy_5th_edition_updated_130701_0.pdf

▲ ASSOCIATED POLICIES

- Immunisation and Health Related Exclusion Policy
- Personal Hygiene
- Gloves
- Nappy Changing Toileting and hand washing
- Food Safety and Hygiene
- Dental Care
- Medical Conditions Policy
- Privacy and Confidentiality

▲ POLICY REVIEW

- The Centre (together with educators/carers) will review this policy every 12 months.
- The Approved Provider and Centre Director ensure that at all times all educators maintain and implement this policy and its procedures.
- Families are encouraged to collaborate with the Centre to review the policy and procedures.

- **Last review:** 26.04.2023
- **Next review due:** 26.04.2024