

# LITTLE SPONGES MONTESSORI

## HYGIENE

### **Policy statement**

LITTLE SPONGES MONTESSORI puts the wellbeing of the children in its care at the very core of its services. It will ensure that it provides a high-quality environment that is appropriate for its purpose, and that the premises are kept in a clean and hygienic condition for all children and users.

### **Procedure**

- It is the responsibility of all staff to ensure that the setting is kept clean and hygienic at all times. Staff will be expected to tidy up and keep the setting clean within the reasonable limits of their role and to report any areas where the setting may be falling below its set standards.
- An adequate number of sinks for hand washing will be provided along with disposable soaps and paper towels.
- All staff will be expected to display high standards of personal hygiene and to wash their hands regularly throughout the day and especially after going to the toilet or before touching food. All staff should help the children to keep clean throughout the day and to wash their hands appropriately, especially after using the toilet or before eating.
- Staff should always ensure that toys and equipment are inspected and cleaned regularly at the end of each session and at the end of each day. Unhygienic toys should be discarded and old and worn-out toys will be replaced.
- Play sand and play dough will be replaced when necessary.
- Cleaning staff will be expected to keep all cleaning materials safely and securely and out of the way of children. They will also be expected to ensure that all of their cleaning work practices include appropriate health and safety safeguards.

### **Potentially Infectious Spillages**

- Staff should treat every spillage of body fluids or body waste — such as blood, vomit, faeces and urine — with caution and as potentially infectious.
- As with ordinary spillages, potentially infectious spillages must be cleaned up immediately. When potentially infectious spillages occur staff should clean using a product, which combines both a detergent and a disinfectant, is effective against bacteria and viruses, and is suitable for use on the affected surface. They should use disposable paper towels, wear protective disposable gloves and discard the waste safely.
- Mops should never be used for cleaning up blood and body fluid spillages.

All staff will be trained to recognise their role in maintaining good standards of cleanliness and hygiene.