



Hygiene and Infection Control

Policy:

Stepping Stones Child Care Centre is committed to minimising the risk to children associated with infection and contamination of food and/or environment.

Procedures:

Food Handling

- All staff will wash their hands with soap before preparing or serving food.
- To prevent cross contamination between raw and cooked food, (esp. meat), raw and cooked food will be kept separate and separate utensils will be used.
- Hot food will be kept at/over 60 degrees Celsius
- Cold food will be kept under 4 degrees Celsius.
- Where possible, food should be served using a separate plate, bowl or cup for each child.
- Leftovers will be thrown out and foods will not be reheated and served to children at a later date.
- For more information refer to the Centre's "Kitchen Workplace Manual".
- For meals not served in the Centre's dining room, tablecloths must be used during meal times. Tables are to be cleaned prior to and after serving meals.

Kitchen Practices

- The food preparation area will only be used for that purpose.
- Particular attention will be paid to the cleanliness of the cleaning cloths. Those for food areas will not be used for other purposes and will be replaced and washed frequently.
- Plates, bowls and cups used by children should be washed in water as hot as possible (dishwasher) and preferably rinsed to ensure that bacteria and no food particles adhere to them.
- Plastic plates, bowls and cups with deep scratches will be discarded.
- The kitchen floor is to be swept and mopped and the rubbish bin emptied twice daily. The kitchen has a green mop, see cleaning charts.
- For more information refer to the Centre's "Kitchen Workplace Manual".
- Children's bottles are not to be stored in the refrigerator doors, as this does not provide for adequate air flow.

Children and Eating

Staff will:

- Check that children's hands are washed before they eat or drink.
- Teach children to turn away from food when they cough or sneeze.
- Discourage children walking around with food.
- Ensure that dropped food is not eaten.
- Ensure that dropped utensils are not used until they have been washed.
- Discourage children from sharing food.
- Discourage children from sharing cutlery.
- Encourage older children to serve themselves during meal times, supervising the sharing of utensils and hygiene practices.
- Encourage children to wash their hands and face after eating (esp. where hands were used instead of utensils)

~ and staff will explain to children the reason why.

Children's Contact with Others

Staff will encourage children to:

- Cover their mouth and nose, or turn away from each other if they cough or sneeze.
 - Wipe or blow nose and wash hands afterwards.
 - Not to touch each other where they are cut or bleeding.
 - Not to spit.
 - To dispose of used tissues promptly and appropriately.
- ~ and staff will explain to children the reasons why.

Staff will encourage parents to:

- Keep unwell children home to prevent the spread of germs.

Toileting with Children

Staff will encourage children to:

- Learn behaviours to manage toileting, including appropriate bottom wiping.
- Wash hands after using the toilet.
- Flush the toilet after using it.
- Report 'toilet accidents' to staff.
- The Centres "Toileting Procedure" must be followed during toileting routines.

Nappy Changes

- The Centres "Nappy Change Procedure" must be followed during nappy change routines.
- Staff must wear gloves with each nappy change and wash their hands after removing gloves.
- Staff are to wipe down nappy change mats after each change using disinfectant provided.
- Rubbish that contains soiled waste will be emptied frequently as required.

Indoor and Outdoor Environment

- Dropped food or food rubbish, and / or drinks/ indoors or out, will be promptly disposed of in the garbage bin.
- Food serving implements will be taken to the kitchen as soon as possible after use.
- Blood, urine and faeces, either in/outdoors, will be promptly removed.
- The sandpit will be covered each night to prevent animal contamination.
- Any animal faeces will be promptly removed.
- Dead creatures will be disposed of.
- Outdoors – sand, paths and lawn will be regularly maintained as a preventive measure.
- Indoor floors and surfaces will be regularly cleaned by staff and contract cleaners will carry out a thorough clean each night.

Source:

- Health ACT – www.health.act.gov.au
- Staying Healthy in Childcare – 4th Edition

Developed: December 2006
Last Reviewed: 27.08.2008
To be Reviewed: August 2009

Reviewed in consultation with staff and parent committee members, current at April 2008.