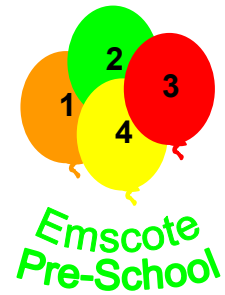


EMSCOTE PRE-SCHOOL LTD

Health and Hygiene – Policy and Practice



Statement of Intent

Our pre-school promotes a healthy lifestyle and a high standard of hygiene in its day to day work with children and adults.

This is achieved in the following ways:

Health

Food

- All meals and snacks provided will be nutritious and pay due attention to children's dietary requirements.
- When cooking with children as an activity, the adults will provide a variety of food to promote and extend the children's understanding of a healthy diet.

Outdoor Play

- Children will have the opportunity to play in the fresh air each day throughout the year.

Illness

- Parents are asked to keep their children at home if they have any transferable infection, and to inform the pre-school as to the nature of the infection so that the pre-school can alert other parents and make careful observations of any child who seems unwell. If your child is off sick you will still be expected to pay the fee's as agreed in the admission form. A member of staff will call or email the parents each day if they have not had any communication about a child not being at pre-school.
- Parents are asked not to bring into the pre-school any child who has been vomiting or had diarrhoea until at least 48 hours has elapsed since the last attack or any other symptoms following the Government guide lines. Parents are asked not to bring their child to preschool for 72 hours if their child has contracted Covid to prevent the spread of infection.
- Staff members or volunteers are not permitted to work if they have any transferable infection
- Cuts or open sores on adults will be covered whilst the person is at work in the pre-school. The pre-school will ensure that the first aid equipment is kept clean, replenished and replaced as necessary
- There will always be on the premises at least two qualified first aiders trained to administer first aid to children

If a child is on prescribed medication the following procedures will be followed:

Pre-School staff will only be able to administer medicines if a child has asthma or a life-threatening condition or has had medication prescribed by the child's GP. Written information will be obtained from the parent, giving clear instructions about the dosage, administration of the medication and permission for a member of staff to follow the instructions.

All medications will be kept in a lockable cupboard/fridge.

A medication form will be available to log; name of medication; name of child receiving the medication; times that the medication should be administered together with the signature of the person who has administered each dose and will be signed by the parent or carer at the end of the session.

Information Sources

- Parents will have the opportunity to discuss health issues with pre-school staff and will have access to information available to the pre-school. The pre-school is committed to follow any advice given from the local authority, health and Government organisations.
- The pre-school will maintain links with health visitors and gather health information and advice from the local health authority information services and/or other health agencies as necessary. If potential closure of the business is enforced such as snow days all fees will still be payable.

Hygiene

To prevent the spread of infection, adults in the group will ensure that the following good practices are observed:

Personal Hygiene

- Hands are washed after using the toilet.
- Hygiene rules related to bodily fluids followed with particular care and all staff and volunteers aware of how infections, including HIV infection, can be transmitted.
- Paper towels are available and disposed of appropriately
- Children with pierced ears are not allowed to try on or share each other's earrings or to try on each other's hair bands or slides.
- Children encouraged to shield their mouths with their arm when coughing.
- A large box of tissues is available, and children are encouraged to blow and wipe their noses when necessary. Soiled tissues are disposed of hygienically. The children are then encouraged to wash their hands.

Cleaning and Clearing

- Any spills of blood, vomit or excrement wiped up and disposed of hygienically using a disinfectant solution. Latex gloves are always used when cleaning up spills of bodily fluids.
- Floors and other affected surfaces disinfected.
- Fabrics contaminated with bodily fluids will be double wrapped in a nappy disposal bag ready for the parent or carer to wash at home.
- Spare laundered pants, and other clothing, available in case of accidents.
- All surfaces cleaned daily with an anti-bacterial cleaner.

Food

The pre-school will observe current legislation regarding food hygiene, registration and training.

Each adult will:

- Always wash hands under running water before handling food and after using the toilet.
- Not be involved in the handling of food if suffering from any infectious/contagious illness or skin trouble.
- No smoking is allowed anywhere in the pre-school building or within the grounds.
- Use different cleaning cloths for kitchen and artwork areas as stated in the Health and Hygiene in the kitchen displayed on the notice board.
- Prepare raw and cooked food in separate areas.
- Keep food covered and or refrigerated.
- Ensure waste is disposed of properly and out of the reach of children. Keep a lid on the dustbin and wash hands after using it.
- Wash fresh fruits and vegetables thoroughly before use.
- Tea towels will be kept scrupulously clean and washed ready for each session.
- All utensils will be kept clean and either covered or stored in a dust free place e.g. Closed cupboard or drawer.
- Cracked or chipped china will not be used.

This policy was adopted at a meeting of the pre-school held on 07.05.24

*Signed on behalf of the pre-school
Denise Day (Director)*

Named person responsible for this policy: LAURA ROBBINS

Review Date: May 2026