



The Willow Tree Federation



Illness and Infection Control Policy

Mission Statement
The children are at the heart of everything we do at Willow Tree Federation. We take a holistic approach to child development and we are privileged to support our children, families and the wider community to change and enhance lives. We celebrate the wide diversity of the backgrounds, beliefs, talents and interests of our children and we recognise learning happens in communities and empowers them. As a federation at the heart of its community, we understand and respect the positive impact we can have. We plant the seed that grows the future!

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Willow Tree Federation has a duty of care and at all times strives to protect the health, safety and welfare of all its service users – children, visitors, parents/carers and staff. The nursery ensures that this duty of care is maintained by having in place an infection control policy which allows staff to establish a safe and healthy environment.

When children are young, because their immunity may not have fully developed, they are often highly susceptible to infectious diseases. In the nursery, where children are in close and frequent contact with each other, infectious diseases can spread rapidly. Fortunately, there are a number of ways to reduce the risk of infections in children. Routine immunisations can protect children against many severe and sometimes fatal infections. Providing children with a healthy diet helps to ensure that their bodies are better equipped to combat infections and minimises the risks of other health problems, such as dental decay. Simple procedures can also be implemented in the nursery to help protect children from disease, such as;

- rigorous hygiene
- exclusion of children and adults with infections, when appropriate, from the

- childcare setting
- prompt and appropriate treatment of infections.

The guiding principles of infection control and safe working systems come under the umbrella of the Health and Safety at Work Act 1974 and the Public Health (Control of Disease) Act 1984. The Management of Health and Safety at Work Regulations 1999 require employers to carry out risk assessments and to implement appropriate control measures to minimise risks. In the context of the federation these could include;

- personal protective clothing
- hand washing facilities
- safe waste disposal
- facilities for managing outbreaks, e.g. of vomiting and diarrhoea.

The main principles for achieving high standards of infection control are concerned with;

- reducing or eliminating sources of infection through thorough hygiene practices.
- preventing transfer of contamination from these sources
- educating staff and children about good hygiene practices.

Aim

- To provide a safe environment for all where staff are aware of common infection control issues.

Implementation Strategies

- Check premises are clean and safe before children arrive each day
- Establish a daily cleaning routine for the premises – nappy changing facilities, play areas, toilets, kitchens, etc
- Rota system for cleaning toys, sand, furnishings, dressing up clothes and other equipment
- Provide suitable hand washing and drying equipment
- Daily litter pick with children

You can help raise children's awareness of good hygiene practices by teaching them about the importance of;

- hand washing
- cleaning teeth
- nose wiping and disposal of tissues
- the spread of infection through coughing and sneezing
- using the toilet correctly

Hand Washing

Hand washing is essential to ensure that contamination and infection carried on hands through activities such as toileting, nappy changing and general play is eliminated.

Staff should ensure that

- All children are instructed on how to wash their hands properly and educated as to the importance of why we wash our hands.
- They are a good role model.
- Children wash their hands frequently throughout the day, particularly if they

appear dirty, before eating, after blowing their noses, if they have been playing with materials that are susceptible to cross infection of germs e.g. sand, playing outdoors or after contact with animals.

- They supervise children's hand washing on a regular basis to ensure that they are observing good practice.

Hand washing procedures

1. Wet hands under warm running water.
2. Apply a small amount of liquid soap.
3. Rub hands together vigorously ensuring soap and water is applied to all surfaces of the hands. Be sure to rub between fingers, under fingernails and around the tops of the fingers, the palms and the back of the hands.
4. Rinse hands under running water.
5. Dry hands, preferably using disposable paper towels.
6. Turn the tap off. Try to avoid touching the tap directly, as there is a risk of recontamination. For rigorous hygiene, turn the tap off using a paper towel.

Toilet Hygiene

Staff should enable children to understand the importance of good toilet hygiene in the elimination of cross-infection.

The toilets will be cleaned each evening by the domestic support staff, by the staff throughout the day and soap and paper towels replenished when required.

Staff should:

- Check toilets in the morning before children arrive and regularly throughout the day to ensure that they are clean. If toilets have become soiled, staff should use the appropriate protective clothing (plastic apron and gloves) before cleaning. A separate mop and cloth should be used for the toilet area. The mop should be rinsed thoroughly and the cloth should be washed at a temperature of 60 degrees or more.
- Ensure that there is an adequate supply of soap and paper towels.
- Ensure that children are supported in implementing good toilet hygiene procedures including using the toilet, flushing and hand washing and that staff are aware of which children require support within their room.
- Discuss with children the importance of good hygiene in the toilet area and ask them to report to staff if the toilets require to be cleaned. This will encourage children to consider toilet hygiene on an ongoing basis.

Nappy Changing

Staff should:

- Changing facilities are maintained in good order and to a high level of cleanliness with all of the appropriate equipment at hand.
- Ensure that they have access to all of the equipment they need to change a child's nappy before beginning this process, including running water.
- Keep equipment for changing (nappies/ wipes) in a sealed container/ bag.
- Wash hands thoroughly before and after each nappy change (including after disposal of nappy).
- Wear a disposable apron and gloves (double gloves if soiled)
- Use a waterproof changing mat.
- Clean any surface that is soiled during changing with a detergent solution

- followed by a disinfectant and then dry the surface.
- Dispose of nappies safely by placing them in an individual nappy sack before placing them in a nappy bin that is also lined with a plastic liner.
- Send home soiled clothes in a sealed nappy bag.

Food and Kitchen Hygiene

All staff responsible for food preparation and handling should receive appropriate training that includes storing, preparing, cooking and serving food safely and hygienically.

Staff should:

- Discuss with children the importance of ensuring that surfaces and equipment are spotlessly clean before use. Children can assist in the process of cleaning surfaces etc.
- Ensure that children wash hands properly before handling food and discuss with them why they need to do this.
- Wash salads and raw vegetables well to remove any traces of dirt or insects.
- Check used by dates on food and ensure that all packaging is intact before use.
- Keep perishable foods in the fridge.
- Clean and disinfect chopping boards regularly.
- Ensure food is cooked right through before eating.

Healthy Eating

Nutritious food and drink are essential for our health and wellbeing. Staff will provide children with a variety of healthy food to engage them in healthy eating and further information can be found on this in our Health and Wellbeing policy.

Staff should:

- Ensure that children have access to drinking water and milk throughout the day and know that, if they cannot access this freely, staff will make this available if they ask.
- That they are aware of any children with special dietary requirements and that these children are catered for appropriate to their needs.
- Wash fruit and vegetables prior to consumption.
- Raise awareness of the Health and Wellbeing and Infection Control policies in keeping their children safe and healthy and ask them to contribute to this by ensuring that children don't bring sweets, crisps or fizzy juice into the nursery.

Toys And Equipment

Toys and play equipment are a source of fun and learning for children but toys that are inappropriate for the child's age and stage of development or resources in poor repair can lead to injury. Further to this, toys that are frequently shared between children can become a source of infection.

Staff should:

- Ensure that any resources purchased are age and stage appropriate and carry the safety mark (CE, BS or BSI).
- Ensure that resources purchased are able to be cleaned.
- Check toys regularly for broken bits and rough edges. Discard any toys that are unsafe.
- Remove dust regularly. Dust can trigger asthma attacks and harbour germs.

- Clean toys as according to the toy rota and whenever they appear dirty or soiled.
- Clean hard, plastic toys by washing them with detergent and drying thoroughly.
- Disinfect hard plastic toys that cannot be washed.
- Launder dirty soft toys in a washing machine.
- Store toys in a clean container or cupboard.
- Sandpits to be raked and checked before use outdoors and changing the sand regularly.
- Carry out appropriate risk assessments on activities and the environment in which they take place.
- Clean and disinfect toys during an outbreak of illness.
- Close the sand and water area if there is a Noro-virus outbreak.
- Immediately clean and disinfect toys that are contaminated with bodily fluids (e.g. blood, saliva, mucus)
- Destroy contaminated soft toys.
- Wash their hands after handling contaminated toys.
- Ensure that children wash their hands after playing outdoors, in the sand or water or in the ball pool.
- Replace soft modelling materials and dough regularly.
- Discourage children from putting toys into their mouths.

Floors, Walls and Furniture

Staff are responsible for ensuring that any spillages are dealt with immediately.

Staff should:

- Wear disposable gloves to clean up bodily fluids or spillages.
- Use disposable towels to clean up the spill and dispose of the towels in a sealed plastic bags.
- After removal of spillage, clean the area with a freshly prepared solution of detergent and water.
- Wash hands after removing gloves
- Ensure disinfectant is stored in a locked cupboard

Laundry

Fabrics which are used communally e.g. cushions, dressing up clothing, blankets etc can become a source of cross contamination and must be laundered regularly.

Staff should:

- Decontaminate fabrics which may have become contaminated through bodily fluids by washing at a temperature no less than 60 degrees.
- If lower temperatures are necessary, use a chemical disinfectant in the wash.
- Use products that remove organic residues (e.g. faeces, urine and blood stains) as these can harbour germs.
- Launder kitchen fabrics separately from those used in the playrooms.
- Wash hands after contact with soiled linens.
- Make sure dirty laundry is transported and stored safely.
- Ensure that children cannot gain access to laundry.

Pets/Animals

Animals and/or pets within the nursery can add a great dimension to children's learning, as can trips out to visit animals in a variety of settings but animals can pose a risk of infection.

No animal will be allowed on the premises without the prior knowledge and the risks considered – A member of staff will complete a specific risk assessment which will be agreed by the Headteacher. The person responsible for the risk assessment will then inform all other adults of the risks and how best to manage them.

Staff should:

- Ensure that animals in the federation have been declared healthy by a vet and have received all of the appropriate vaccinations.
- Ensure that pets in the federation who become ill are treated immediately by a vet.
- Ensure that the pet is fed, watered and housed appropriately and safe from harm, exercised regularly, groomed and examined for signs of injury or illness on a regular basis.
- Ensure that children wash their hands after touching animals and/or their equipment.
- Discuss with children the conditions necessary to keep their pet safe and healthy and to keep themselves safe and healthy when handling the pet.
- Clean pet living quarters daily.
- Keep animal feeding utensils clean and ensure that they are cleaned separately from all other utensils.
- Keep pet food separate from all other food.
- Discourage children from "kissing" pets/animals or allowing the animals to lick them.
- Have a member of staff nominated to be responsible for the animal.
- Ensure that hygiene and hand washing procedures are implemented on trips out of the nursery to animal enclosures.

Immunisation:

Immunisation means using a vaccine to protect people from getting a disease. This is usually the safest protection for children as infectious diseases can be very serious and sometimes fatal. If people stop being immunised, diseases which are uncommon could become common again. If children are immunised they are protected from infection and will help to protect other children too.

Senior staff should:

- Check with parents/carers that children are registered with a GP and have received their vaccinations.
- Check that all staff are up to date with their vaccinations.
- Check that all female staff between 16-25 have received the double dose MMR.
- Remember that pregnant staff or staff with low immune systems may be at greater risk from infection.

Exclusion Periods

A number of communicable illnesses require that children be excluded from nursery. Parents will be called to collect the child and they will wait at the school office for collection.

The table below gives a guide to exclusion periods but the most up to date information can be found from the Health Protection Agency (HPA)

Chickenpox	For five days after rash appears
Conjunctivitis	None (but consult the CCDC if many children are affected)
Diarrhoea and vomiting	Until 48 hours after the last episode of diarrhoea or vomiting
Hand, foot and mouth disease	None (but consult the CCDC if many children are affected)
Hepatitis A*	Exclusion may be necessary. Consult the CCDC
Impetigo	Until lesions are crusted or healed
Measles*	For five days after rash appears
Mumps*	For five days after onset of swollen glands
Ringworm	Until treatment is started
Rubella (German measles)*	For five days after the onset of the rash
Scabies	Until after first treatment
Scarlet fever*	For five days after commencing antibiotics
Threadworms	None
Tuberculosis (TB)*	Always consult the CCDC
Whooping cough (pertussis)* or 21 days after onset of illness	Until five days after commencing antibiotics

*Denotes a notifiable disease.

Staff should:

- Inform parents/carers of the arising of infections in the nursery.
- Ensure that parents/carers know that they must contact the nursery if their child has any illness or condition.
- Regularly update contact numbers and children's medical details.
- Ensure that emergency contacts are up to date.
- Keep abreast of current health issues.
- Seek advice from the local CCDC (Consultant in Communicable Disease Control).

First Aid

National standards state that the nursery should have a first aid box complying with the Health and Safety (First Aid) regulations 1981. The contents must be checked regularly against a list and replaced by a designated staff member.

Staff should:

- Wash hands thoroughly after performing first aid procedures.
- Clean up any blood spills immediately.
- Ensure that first aid training is updated regularly.
- Ensure that you are aware of the nursery policy on first aid procedures.

