



Health and Hygiene Policy and Procedures

	Signature	Date
Chair of Committee	<input type="text"/>	<input type="text"/>
Headteacher	<input type="text"/>	<input type="text"/>
Committee Approval		Spring 2020
Next Review Date		Spring 2022

Health and Hygiene Policy and Procedures

Newtown School and Pre-school promote a healthy lifestyle and a high standard of hygiene in its day to day work with children and adults. The safety of children is of paramount importance. We aim to ensure a safe environment for children and adults at all times.

The policy should be read in conjunction with the Health and Safety Policy.

Health

We will ensure that:

- sufficient members of staff are trained in First Aid
- the first aid equipment is kept clean, replenished, and replaced as necessary. Sterile items will be kept sealed in their packages until needed
- cuts or sores, whether on adults or children, will be covered with sticking plaster or other dressing, unless there is a specific reason not to
- the administration of life saving medicine such as insulin/adrenalin injections or the use of nebulisers will be done in accordance with medical advice
- the School will maintain links with health visitors and the school nurses and distribute health information and advice from the local health authority information services and/or other health agencies
- parents will have the opportunity to discuss health issues with staff and will have access to information available via Health Visitors and the School Nurse
- children will have the opportunity to play in the fresh air throughout the year
- The school will follow Public Health England *Guidance on infection control in schools and other childcare settings*

Hygiene

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

- hands washed after using the toilet
- children's hands will be washed before eating snack
- tissues are available and the children are encouraged to blow and wipe their noses when necessary. Soiled tissues are disposed of hygienically
- children are encouraged to shield their mouths when coughing
- paper towels are used and disposed of appropriately
- any spills of blood, vomit or excrement, are wiped up and flushed away down the toilet. Disposable gloves are always used when cleaning up spills of body fluids. Floors and other affected surfaces are disinfected using the appropriate products. School fabrics contaminated with body fluids are thoroughly washed in hot water, children's clothes are bagged and sent home
- spare laundered pants and other clothing are available in case of accidents and polythene bags are also available in which to wrap soiled garments
- all surfaces are cleaned regularly with an appropriate cleaner. At the end of every term all the early years staff come in to deep clean all the toys
- the staff will observe current legislation regarding food hygiene, registration and training.

In particular, staff will:

- always wash hands before handling food and after using the toilet
- not be involved with the preparation of food if suffering from any infectious/contagious illness or skin trouble
- wash fresh fruits and vegetables thoroughly before use
- use different cleaning cloths for kitchen and toilet areas
- all eating bowls, plates and utensils will be washed in the dishwasher at the appropriate temperature

Toileting

Children are encouraged to be as independent as possible but obviously the lower down the School and into the Pre-School there may be occasions for staff to be involved in changing.

Only staff (or the child's own parents) may help children with toileting during the school sessions, volunteers and students may NOT do this.

Children will be encouraged to do as much as they can by themselves and to remove and put on their own clothing as far as possible.

If children are still in nappies then staff need to inform another member of staff that they are changing a nappy and do this in an area that is private for the child but still visible if necessary to protect both child and staff member.

Public Health England

The school staff will always follow the guidelines and advice from Public Health England.

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>