



# Hand Washing

## Policy Statement

*Handwashing will significantly reduce the risk of the spread of infectious diseases as well as providing a hygienic environment for children, families, visitors and staff.*

### Implementation

- Staff will observe and role model health and hygiene practice, compliant with guidelines set by relevant authorities.
- Services encourage all to sanitise and/or wash their hands on arrival to the service, the same on departure from the service.
- Hand washing procedures are displayed throughout the service.
- Washing hands with warm soapy water is preferable; however, sanitiser is available across the service.

### Procedure

- Wet hands with running water.
- Use liquid or foam soap and spread over hands.
- Rub hands vigorously. Wash hands, paying particular attention to palms and back of hands, between fingers, under fingernails and around wrists.
- Rinse hands thoroughly.
- Turn off tap with paper towel, dispose of immediately.
- Pat hands dry with a clean piece of paper towel.
- Hand washing education is included in children's programs.
- Children will be supervised to ensure they develop good hand washing habits.
- Staff are to wash/sanitise their hands:
  - On arrival to the service, prior to commencing work, prior to eating, at the conclusion of breaks and on departure from the service;
  - Prior to and after administering medication and First Aid;
  - After visiting the toilet or using a tissue;
  - Before starting a nappy change routine;
  - After each nappy change, changing a child's soiled clothes, toileting or bathing children;
  - After wiping a nose or handling bodily fluids;
  - After touching hair and face when serving food;
  - Prior to and after handling raw food or utensils which have come in contact with raw food;
  - After garbage disposal;
  - Prior to and after preparing and serving food and bottles;
  - After removing gloves;
  - After smoking a cigarette;



- When moving between rooms;
- Prior to and after applying sunscreen or other lotions to one (1) or more children.
- After gardening or using the compost or worm farm;
- After handling animals; and
- After any other unhygienic practice.
- Children are to wash/sanitise hands:
  - On arrival to and departure from the service;
  - Prior to eating;
  - After going to the toilet;
  - After touching nose secretions and using a tissue;
  - Prior to participating in cooking activities;
  - After a nappy change;
  - After gardening or assisting with the use of the compost or worm farm;
  - After handling animals; and
  - Any other unhygienic practices.

## Policy Links

Policies:

- Animals at the Service
- Child Protection
- Food Safety
- Health, Hygiene and Infection Control
- Incident, Injury, Trauma and Illness
- Medical Conditions
- Nappy Changing and Toileting
- Potentially Dangerous Products, Animals, Plants and Objects
- Supervision
- Sustainability and Environmental Awareness
- Workplace Health and Safety

NQS: 2.1, 7.1 and 725

Regulations: 77, 88 and 168

Sources:

- Ablaze Total Solutions
- ACT Health, Health Protection Service
- National Quality Framework
- Staying Healthy: Preventing infectious diseases in early childhood education and care services (5<sup>th</sup> edition) 2013

## Policy Document Status

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