

V2: HEALTH AND HYGIENE POLICY

MEDICAL NEEDS AND CHRONIC ILLNESS OF CHILDREN:

- Staff will ensure a safe and healthy environment for children.
- Smoking is not allowed on the premises.
- Relevant medical information will be recorded when a child is enrolled, kept up to date, and confidential.
- Staff will monitor children for signs of illness or disease. Warning signs in children include coughing, fever, vomiting and runny tummy.
- Any illness or issue will be reported to the parent or family right away.
- Children who are sick or unwell will be allowed to rest away from other children.
- Any child who is thought to have an infectious disease (measles, chickenpox, etc.) will be immediately separated from other children the parents/caregivers will be contacted to collect the child. Parents will be informed that the child can only return to the programme when safe to do so.
- In emergencies, children will be taken to the nearest hospital/clinic.
- Parents will be informed immediately if head lice, body lice, or scabies are noticed, and children cannot return until condition has cleared.
- Authorised staff members will administer chronic medication, e.g. like asthma or HIV treatment, maintaining confidentiality.
- All staff will be informed about children's allergies and disabilities, in order to provide appropriate support, and maintain confidentiality. Staff will work with local clinics to make sure children who need medical help are referred for care

PROTECTIVE MEASURES TO REDUCE THE SPREAD OF DISEASES FOR CHILDREN AND PRACTITIONERS:

- A plan for first aid training for staff will be developed and implemented.
- Handwashing is the best way to prevent the spread of infection:
 - ✓ Staff will wash their hands well with soap and water, after helping with toileting and nappy-changing, and before handling or serving food.
 - ✓ Children will wash their hands with soap and water after using the toilet, and before having food and snacks.
- Staff will use latex gloves or plastic packet over hands when dealing with injuries or blood.
- Staff will keep their own skin intact and healthy and will cover any cuts or sores with waterproof bandages until they heal.
- Areas where a child or staff member has been treated for illness or injury, the area will be disinfected immediately
- Any waste from caring for a child who is sick or had an accident should be safely disposed of.
- Staff will teach children not to touch other people's blood or fluids.
- Staff will teach children how to handle their own bleeding, like nosebleeds or small cuts.

PROGRAMME HYGIENE ROUTINES:

- Staff will ensure that the facility is cleaned every day, including:
 - ✓ keeping toilet facilities (including pit toilets) clean and free of offensive smells to avoid attracting flies.
 - ✓ ensuring toilet facilities have enough toilet paper and soap for washing hands
 - ✓ wiping down mattresses, toys, equipment and other surfaces.
 - ✓ cleaning toys that go in children's mouths, by scrubbing

- with them soapy water, rinsing, soaking in sanitiser (if possible) for 2 minutes leaving to air dry
- ✓ keeping the outside area clear of litter, animal faeces and stagnant water; and
- ✓ removing waste and disinfecting dustbins regularly.
- Potties and toilets will be cleaned after each use and disinfected at least once a day. Waste from the potties will be disposed of hygienically.
- Sheets, blankets, and towels will be washed weekly, and immediately if wet or soiled.
- During nappy changes, staff will ensure the following to prevent the spread of germs:
 - ✓ Any nappy changing area will be away from the food preparation area
 - ✓ Cover any faeces or urine on the diaper.
 - ✓ Place the used nappy in a covered trash bin.
 - ✓ Disinfect the changing area.
 - ✓ Clean the baby's hands by wiping them
 - ✓ Staff will wash hands with soap and water after changing the nappy
 - ✓ Staff will ensure that the designated space for sick children is:
 - ✓ Clear at all times and is not used for storage purposes
 - ✓ Must be free of bad odours, fumes and gases
 - ✓ When in use, other children are kept out of the area, especially if a child is suspected of having an infectious disease
- If there is Artificial or synthetic grass, staff should make sure that it should be cleaned regularly with the cleaning materials to prevent bad smells and other health risks

Maintaining a Sand pit:

- If there is a sandpit,
- Staff will ensure that children are always supervised in the sand pit
- Toys must be removed from the sand pit daily, and the pit must be covered when not in use
- The sand pit must be raked and hosed down once a week to remove dirt and let the sand air. Disinfectant must be used when needed.
- Sand must be replaced once a year
- Contamination of the sand pit (with faeces, blood or other bodily fluids) must be cleaned using mild detergent or disinfectant or cleaned by raking salt through the sand.
- Severely contaminated sand must be replaced.

HYGIENIC MILK PREPARATION AND MANAGEMENT FOR CHILDREN WHO ARE BOTTLE OR BREASTFED:

- There must be a specific area for preparing and washing bottles and teats.
- There should be safe water for washing bottles and teats.
- Milk bottles need to be stored in a cooling facility (e.g. a fridge) to prevent the milk from spoiling
- Bottles, teats, and caps must be washed with soapy water to remove all traces of milk.
- All feeding bottles must be sterilized to prevent infection.

MEDICATION POLICY:

- Staff will not give medicine to a child without the permission from a parent or a caregiver.
- Staff will record all medicine given to children.
- Staff will ensure that any medicine brought to the facility for a child by a parent or caregiver:
 - ✓ is labelled clearly with the child's name.
 - ✓ is given according to written instructions on how and when it should be given to the child; and
 - ✓ is stored out of reach of children.