

Auchinairn Nursery



Personal Hygiene Control Policy

The following procedures are applicable to all members of staff and children in Auchinairn Nursery and must be adhered to at ALL times.

1. Staff and children must use liquid antibacterial soap and paper towels to minimise the risk of transmitting infection.

All staff must wash their hands regularly throughout the day and especially:

- Before preparing food for snack times or as part of a food related activity.
- After handling waste food or refuse.
- After tending to children with cuts, abrasions or suspected infections.
- After wiping their own or a child's nose.
- After handling body fluids.
- After going to the toilet themselves or with a child.
- After eating, coughing or sneezing.
- After handling cleaning chemicals.

Staff must also ensure that children wash their hands where applicable as above and especially following a visit to the toilet, before preparing and/or eating food and after outdoor play.

2. Before participating in activities where food is prepared for general consumption, staff must:
 - Check all children's hands for cuts, sores or plasters.
 - Ensure that any child so affected must not be permitted to prepare food.

Personal Hygiene Control Policy (Cont)

3. While staff and/or children are preparing food they must:
 - Not eat sweets, chew gum or taste food with fingers.
 - Use blue plasters to completely cover cuts, spots and sores. In the case of children, parent's permission should be sought.
 - Keep finger nails' clean. Nail varnish may contaminate food and should not be used.
 - Remove earrings, watches, jewelled rings, bracelets or brooches (this applies to staff when preparing large quantities of food for general consumption)
 - Abstain from wearing strong smelling perfume.
 - Have hair tied back at all times.
 - Wear a clean apron.
4. No one is permitted to smoke at ANY time within the nursery/school or grounds.
5. It is essential that staff suffering from diarrhoea or vomiting contact the Team Leader and school office and must NOT come into work for at least 48 hours AFTER the symptoms have stopped. All members of staff should be encouraged to take diarrhoeal illness lasting more than 48 hours seriously and should contact their GP and request a stool specimen bottle.
6. Children who have recently recovered from diarrhoea or are suffering from colds, flu, etc should be excluded from activities where food is prepared for general consumption.

Care Standard: 2.4
Child @ Centre: 5.8
Bt A 2.2.3 2.4

This Policy has been reviewed and updated following consultation with staff and parents/carers

Signed

October 2016
Review Annually