

CLEANLINESS

RATIONALE:

Cleanliness is a well-established principle of good health and hygiene and is an essential practice in Family Day Care homes and environments.

POLICY:

High standards of cleanliness and hygiene must be maintained in Family Day Care homes. This is particularly important in relation to the consumption of food, toileting, the use of toys, contact with pets, and if there has been any incidence of sickness in the house.

PROCEDURES:

1. The educator's home and all equipment and furnishings used in providing the service at the home must be maintained in a safe, clean and hygienic condition and in good repair at all times.
2. All utensils used for food preparation and/or consumption should be washed in a dishwasher or in hot soapy water. Used babies bottles and teats should be properly cleaned with a bottle-brush, and sterilised, if required. The educator must ensure that children do not share dummies or toothbrushes. Toothbrushes need to be stored in the open air rather than a sealed container.
3. Table surfaces are to be kept clean. Cloths for cleaning table surfaces are not to be used on the floor. Hard to clean surfaces need to be scrubbed regularly to avoid build up of dirt and germs.
4. Toilets and potties should be kept clean at all times and nappy changing tables are to be wiped clean using soap and water after each nappy change. Toilets with chipped or cracked surfaces need to be replaced.
- 5. Disposable gloves are to be worn when dealing with bodily fluids including blood, vomit, urine and faeces. Educators should consult with parents to determine whether any child has a known allergy to latex. Where a latex allergy is identified, non-latex disposable gloves should be used.**
6. Educators will use their best endeavours to ensure that buildings and grounds are kept free of vermin and pests. The care premises must not be fumigated while children are attending the premises.
7. Any pets at the Family Day Care home must be in a clean and healthy condition. Food dishes for pets are to be placed out of reach of children. Any part of the care area that may be contaminated by animal faeces is to be cleaned thoroughly prior to being accessed by children. (*refer to Pets and Other Animals Policy*)
8. Where deemed practical, exterior windows and doors of rooms used for care should be fitted with fly screens (unless fitting with flyscreens is prohibited under the Local Govt. Act. 1993) or kept closed.
9. Toys are to be washed regularly. Toys that are mouthed by children should be removed from the care area and washed before reusing, to avoid cross-infection. When there is an outbreak of disease, toys should be washed in hot soapy water, and where possible, dried in the sun.
10. Hard surfaces that are frequently touched by children need to be washed with warm soapy water.

11. Rubbish must be disposed of in the following manner:

- disposable nappies in the garbage. (red bin)
- paper towels or dressings containing blood in sealed bags in the garbage. (red bin)
- general rubbish emptied regularly to the garbage so that bins do not overflow and attract vermin
- bins in the care area to be kept in a clean and hygienic condition

12. Children will have individual linen which is, at least, washed weekly. Soiled linen must be removed and washed daily. Children must not share bed linen that has been used by another person unless laundered first. Educators need to cover their own family's beds with separate linen if used at rest-time for children in care.

13. Floor surfaces in any area that is used to provide the service are to be swept/vacuumed at least daily and where the floor is carpeted, the carpet should be vacuumed daily and regularly shampooed.

Relevant Legislation: *Education and Care Services National Regulation 2011*;

Key Resources: *Staying Healthy In Child Care*, the National Health and Medical Research Council, Commonwealth of Australia, 5th edition, 2013;