

QA2 – HANDWASHING PROCEDURE

INFORMATION

Having and encouraging good hygiene practices in early childhood is essential for reducing the risk of cross infection. We can help children to develop appropriate personal hygiene habits that will become embedded as they grow and develop. It is important to work with families to ensure children follow simple hygiene rules by incorporating good hygiene methods in both the early childhood service and home environment.

RESPONSIBILITIES

All team members, visitors, students and volunteers must comply with this procedure.

PROCEDURE

EFFECTIVE HAND WASHING

Washing and rinsing hands should take about as long as singing “Happy Birthday” twice, or a minimum of 30 seconds.

1. Turn on tap
2. Wet hands using water
3. Dispense solution into cupped hands
4. Rub hands vigorously together working up lather over all areas of the fingers, hands and wrists
5. Rinse hands
6. Dry hands with paper towel or hand dryer

WHEN TO WASH HANDS

- On arrival at the service
- Before and after toileting or changing nappies
- After wiping a runny nose or blowing your own nose
- Before and after administering first aid
- Before and after administering medication
- After using chemicals
- Before eating, preparing and serving food
- Making bottles
- After cleaning up bodily fluids
- After removing protective gloves
- Before going home

Children will be encouraged to follow Educators, who will model and wash their hands at required times throughout the day. Educators will ensure all necessary equipment is easily accessible and available for use.

ENCOURAGING CHILDREN TO WASH HANDS

Strategies that Educators may use include:

- Talk about the importance of hygiene
- Montessori Handwashing presentation
- Sing a song or recite a poem as you wash your hands (singing “Happy Birthday” twice is a good guide for a time frame)
- Use a clear visual poster with step by step instructions
- Use positive language, for example: “*Washing our hands helps to keep us, and our friends, healthy*”
- Encourage and using positive reinforcement
- Ensure equipment is accessible
- Provide clear simple routines
- Give children plenty of time to practice and develop their skills
- Ensure adequate supervision and assistance is available when required

DOCUMENT CONTROL

Date Reviewed	Modifications	Next Policy Document Review Date
June 2019	Created new policy document and format.	June 2021