

01 Health and safety procedures

01.4 Children's bathrooms/changing areas

- Children are changed on the floor, in the bathroom.
- Changing mats are cleaned and disinfected after each use.
- Disposable nappies/trainers are placed in nappy bag and disposed of in the outdoor yellow hazardous waste bin.
- Staff use single use gloves and aprons to change children and wash hands when leaving changing areas.
- Staff never turn their backs on or leave a child unattended whilst on a changing mat.
- Changing areas or stands are provided for older (disabled) children, if required.
- Changing mats are disinfected after each change.
- Anti-bacterial sprays used in nappy changing areas are not left within the reach of children.
- Natural or mechanical ventilation is used; chemical air fresheners are not used.
- All other surfaces are disinfected daily.

Children's toilets and wash basins

- Children's toilets are cleaned once first thing in the morning by our designated cleaner and then regularly checked and cleaned by staff throughout the day using disinfectant cleaning agent for the bowls (inside and out), seat and lid, and whenever visibly soiled.
- Toilet flush handles are disinfected daily.
- There is a toilet brush available for children's toilets. This is stored in the staff toilet.
- Cubicle doors and handles are washed regularly.
- Children's hand basins are cleaned once first thing in the morning by our designated cleaner and then regularly checked and cleaned by staff whenever visibly soiled, inside, and out using disinfectant cleaning agent. Disposable cloths are used to clean basins etc.
- Mirrors and tiled splash backs are washed daily.
- Paper towels are provided.
- Bins are provided for disposal of paper towels and are emptied daily.
- All bins are lined with plastic bags.
- Staff who clean toilets wear disposable gloves.
- Staff changing children wear gloves and aprons as appropriate.

- Wet or soiled clothing is double bagged and tied to the handle of child's bag for parents to collect.
- Spills of body fluids are cleared and mopped using disinfectant.
- Mops are rinsed and wrung after use and stored upright, not stored head down in buckets.
- Mops used to clean toilets or body fluids are kept separate in the shed from and are designated for that purpose only. If this is used in the day, this is then washed on a high temperature and replaced with a spare head in the meantime.