

CLEANING POLICY

PURPOSE:

To ensure that a high level of cleanliness within the centre is maintained at all times.

IMPLEMENTATION:

Elder Street Early Childhood Centre prides itself on the degree of cleanliness of the centre, equipment and grounds, while staff and children's personal hygiene is of paramount importance. Cleaning procedures and schedules are strictly adhered to for:

- Staff and children's hand washing
- Staff duty maintenance cleaning for each room
- Cooks duty maintenance cleaning
- Contract cleaners
- Ground maintenance

Cleaning the nappy change area

- After nappy change wash the mat with warm soapy water.
- Use a paper towel. If cleaning cloth is used place in covered container for laundering separately
- If faecal matter spills onto the change mat, wash with warm soapy water and leave to dry
- At the end of the morning and at the end of the day, remove the mat, wash with warm soapy water and detergent and leave to dry, preferably in the sun.
- Wash and dry hands

Cleaning and Disposing of Blood and other Body Fluids

- Wear disposable gloves before attending to a child who is bleeding.
- Place paper towel over the spill, then carefully remove the paper towel and contents.
- Place the paper towel and gloves in a plastic bag, seal the bag and put in the rubbish bin.
- Put on new gloves and clean the surface with warm water and detergent and allow to dry.
- Remove and discard gloves
- Wash hands thoroughly with soap and warm water.
- If there is a spill of blood or body fluids onto a child or adult, wash the affected area with detergent and warm water
- If blood or body fluid is splashed in the eyes rinse with running water for several minutes
- If blood or body fluid contacts an open wound or broken skin, wash the area thoroughly with soap and water
- Cleaning after a spill
- Wear disposable gloves

- Soak any implements used from the first aid box in a fresh solution of 1 to 10 bleach solution for one hour.
- Clean up any spilt blood, faeces, vomit or urine by first removing the bulk of the spill with paper towels.
- Dispose of the towels and gloves – into a plastic bag into garbage
- Clean the surface with warm soapy water
- Wash hand thoroughly with soap and warm water

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Source: Staying Healthy In Childcare 3rd Edition NSW Health
Department

Staying Health in Childcare 4th Edition National Health and Medical
Research Council, December 2005

Supporting document: Elder Street ECHC Infection Control Policy