



Health and Hygiene Policy

This policy represents the agreed principles for Health and Hygiene throughout the Nursery. All Nursery staff, representing Jack in the Box Nursery have agreed this policy.

At Jack in the Box, we aim to provide the highest quality education and care for all our children. We provide a warm welcome to each individual child and family and offer a caring environment where all children can learn and develop to become curious independent learners within their play.

Please read this policy in conjunction with our Data Protection policy for the information collected by Jack in the Box, the professionals this information may be shared with and the retention periods this data is held for.

Please read in conjunction with our Health, Safety and welfare policy, intermate care policy, infectious disease control guidance policy, Sickness and medical requirements and our Safeguarding policy.

About Your Child's Health

Children who are ill cannot attend Nursery. Managers and staff will use their professional judgement regarding your child's health and if they are well enough to be in the setting and may ask you to seek medical guidance and advise. Please do not bring your child if they are suffering from any infectious diseases, you may wish to seek advice from a medical professional for example on:

Coronavirus (COVID-19) – unless symptoms are mild and there has been no temperature present for 24 hours.

Sickness/Diarrhoea- (48 hours has passed since their last bout)

Conjunctivitis- unless treatment has commenced and eyes appear normal.

Chickenpox- until all spots have crusted over and your child feels well.

Measles- until 4 days after the onset of a rash and your child feels well.

Scabies- 24 hours after treatment.

Impetigo- unless lesions are crusted and healed or 48 hours after commencing antibiotics.

Tonsillitis- until your child feels well and 24 hours has past since the last recorded temperature.

Scarlet Fever – 24 hours after commencing appropriate antibiotic treatment, 24 hours has past since their last recorded temperature, and your child feels well enough to return.

High temperature (24 hours passed since the last recorded temperature)

Your doctor or medical professions will advise you when your child is no longer infectious. If you have any doubts whatsoever about whether your child should come to nursery, please ring us before you leave home so that we can advise you.

Parents/carers are asked to keep their children at home if they have any infection, and to inform the nursery as to the nature of the infection so that the nursery can alert other parents/carers and make careful observations of any child who appears unwell.

Hygiene

To prevent the spread of all infections, adults in the group will ensure that the following good practices are observed, and additional training undertaken where necessary from our online training provider 'Flick'.

Personal Hygiene

Children are encouraged to shield their mouths when coughing, either in their elbow or with a tissue 'catch it, bin it, kill it' and wash hands thoroughly afterwards.

Paper towels are used and disposed of appropriately.

A large box of tissues is always available, and children are encouraged to blow and wipe their noses when necessary and soiled tissues disposed of hygienically.

Children with pierced ears should only wear small, studded earrings to prevent them getting caught during their play. Children are not allowed to try on or share each other's earrings.

Hands are washed under running water with anti-bacterial soap after using the toilet/ before any food preparation and snacks, after coughing or sneezing and before and after lunch to eliminate any risk of cross contamination transferred to toys after lunch.

Hygiene rules relating to bodily fluids are followed with particular care and all staff and volunteers are aware of how infections including HIV infection, can be transmitted.

Rubber gloves and disposable aprons are always used when changing a child's nappy or soiled clothing.

Spare laundered clothing is available in case of accidents and polythene bags available in which to wrap soiled garments.

Floors and other affected surfaces are disinfected using cleaning products according to the manufacturer's instructions.

All surfaces are cleaned daily with an appropriate disinfectant cleaner.

There are suitable hygienic changing facilities for changing any children who are in nappies or who may have had an accident and an adequate supply of clean towels, spare clothes and any other necessary items are always available. (see intermate care policy).

Food

Whilst children are eating there will always be a member of staff in the room with a valid paediatric first aid qualification and children will never be left unsupervised whilst eating.

Snacks provided will be nutritious and pay due attention to children's dietary requirements. We keep an up-to-date list of any known allergies on the wall near the snack unit. This information must be shared with all staff involved in the preparing and handling of food.

Each mealtime and snack time staff must be clear about who is responsible for checking that the food provided meets all the requirements for each child. Managers and staff must have ongoing discussions with parents/ carers and where appropriate, health professional to develop allergy care plans for managing any known allergies and intolerances. This information must be kept up to date, shared with all staff and reviewed regularly with all staff involved in the preparation and handling of food.

All staff must be aware of the symptoms and treatments for allergies and intolerances and must be aware that children can develop allergies at any time, especially during the introduction of solids or new foods.

Staff must have ongoing discussions with parents/carers about the stage their child is at regarding textures their child is familiar with to prevent choking. Assumptions must never be made based on age and this must be discussed at settling in sessions and added to the child's cultural capital forms (please refer to nursery meals, food, drink and nutrition policy and our food allergies and intolerance policy for further details).

When cooking with children as an activity, the adults will ensure the children wash hands with soap under running water and wear aprons and provide healthy, wholesome food, promoting and extending the children's understanding of a healthy diet. Any dietary restrictions will be catered for,

and we will ensure **NO** child is put at risk from a known allergy/ intolerance within the cooking activity. Any cases of food poisoning affecting two or more children from food provide by the setting will be reported to Ofsted.

Each adult will:

Always wash hands under running water for 20 seconds with anti-bacterial soap before handling food and after using the toilet/ coughing or sneezing.

Not be involved with the preparation of food if suffering from any infectious/ contagious illness or skin trouble.

Never smoke/ vape in the kitchen or on the nursery site.

Never cough or sneeze over food.

Use different cleaning cloths for the kitchen and toilet areas this is displayed on a clear key in the kitchen.

Prepare raw and cooked food in separate areas and using separate chopping boards.

Ensure waste is disposed of properly daily and out of reach of the children.

Wash fresh fruits and vegetables thoroughly before use.

Tea towels will be kept scrupulously clean and washed after each session.

All utensils will be kept clean and stored in a dust free place e.g. closed cupboard or drawer or washed before used.

The children will use plastic plates, cups, bowls, and cutlery. Children with a known allergy will have sperate plates, cups, bowls and cutlery to avoid any cross contamination.

Staff who have had diarrhoea or sickness must not prepare drinks or food for the children for 48 hours.

Opening and closing checklist are undertaken daily and all logs are recorded in the file. Food items are labelled with dates once opened and stored according to manufacture guidelines.

Injuries / accidents

If an accident does happen and it results in an injury to a child, the staff will do all he/she can to aid the child concerned. We keep a well-stocked first aid box with appropriate items for use on children in the first aid cupboard in the kitchen area. All staff are paediatric first aid trained, and certificates are kept on the premises.

Should an incident involving injury to a child takes place a paediatric first aid trained member of staff will be called to assist. If necessary, emergency assistance will be called for.

We record any accident/ incidents in the accident/ incident file involving injury and first aid treatment give, and in all cases, we inform parents/carers, and they sign an Accident Form to confirm they have been informed. If a child bumps their head during the session Parents/carers will be called prior to collection and the accident form will be signed on collection and parents/ carers will be provided with a head bump form for signs to look out for.

Should a child be quite seriously hurt, we contact the parents/carers through the emergency telephone number that we keep on file. We update these numbers annually, but it is essential that parents/carers inform us when contact details change. If we cannot reach the parent/carer or emergency contact, we will refer to the Pupil Information Sheet for other emergency contacts. If no one can be contacted managers will take the appropriate action e.g. take the child to hospital.

This policy was adopted by the managers and staff in September 2025

Signed on behalf of Jack in the Box Managers.....

Staff signatures: