



Kinder Croft CIC

Infection Prevention and Control

Related policies and guidance

- Health and Safety
- Personal Care policy
- Staff induction, training and development policy
- Public Health Scotland - Health protection in children and young people settings, including education
- The Public Services Reform (Scotland) Act 2010
- Care Inspectorate Health and Hygiene guidance
- Health Protection (Notification) (Scotland) Regulations 2024

<https://publichealthscotland.scot/publications/health-protection-in-children-and-young-people-settings-including-education/health-protection-in-children-and-young-people-settings-including-education-version-1/#section-1>

- Managing Specific Infectious Diseases: A - Z

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-child-care-facilities/managing-specific-infectious-diseases-a-to-z#hand-foot-and-mouth-disease>

Health Protection Team (NHS Highlands)

Phone - 01463 704 886 (suspected outbreaks)

Out of Hours - 01463 704 000

Email - hpt.highland@nhs.scot (non urgent enquiries)

Policy statement

We promote the good health of all children attending through maintaining high standards and reducing the chances of infection being spread. We also recognise the need for control measures specific to the nature of an outdoor setting.

Viruses and infections can easily be passed from person to person by breathing in air containing the virus which is produced when an infected person talks, coughs or sneezes. It can also spread through hand/face contact after touching a person or surface contaminated with viruses.

We follow the guidance for best practice on 'Public Health Scotland - Health protection in children and young people settings, including education'.

The manager will be responsible for monitoring compliance with the policy.

Actions to prevent spread of infection

Hand Hygiene: Our staff will teach and promote good hand washing practice to the children and bright, colourful and easy to follow hand washing posters and methods will be displayed in the toilet block.



Kinder Croft CIC

Children and adults should wash their hands:

- Before and after eating or handling food or drink
- Before and after using the toilet, potty or changing a nappy
- After blowing your nose, coughing or sneezing
- After touching animals or animal waste
- After contact with contaminated substances e.g., vomit, faeces
- After emptying waste bins
 - Handling compost or stagnant water

Good hand washing practice

- Use running water (warm water should always be easily accessible and available in toilet block and kitchen)
- Do not share water in a communal bowl
- Use liquid soaps
- Dry hands thoroughly using paper towels only
- Alcohol hand gel after washing and drying for staff use is acceptable but must not substitute this for soap and water.
 - On outings away from the toilet block, wipes will be used and clean drinking water carried for rinsing

Tick Awareness

Ticks are not often encountered within the nursery site due to the lack of habitat for ticks to thrive, such as grasses and bracken. In recognition of the risk of Lyme Disease, children are however encouraged to wear long sleeves and avoid shorts or skirts, helping to prevent the occurrence of tick bites. We recognise the risk of tick bites increases during outings in the surrounding area due to different vegetation/animal presence, and endeavor to remind parents at pick up time to check their children thoroughly if we have been off site that day. If a tick is found on a child by a member of staff during the session, this will be removed as soon as possible and recorded in the incident/accident book.

Respiratory hygiene/cough etiquette

To stop respiratory germs spreading, children and adults should cover their mouth and nose when coughing and sneezing. If using a tissue this should be put into the nearest bin and then hands should be washed. Staff should teach children to follow these rules too.

Children and adults should cough into the inside of their elbow to avoid coughing on hands.

Personal Protective Equipment (PPE)

The term PPE includes disposable gloves and aprons. These items should be used when food handling, toilet and nappy changing, dealing with waste and cleaning up blood, faeces or vomit. Both the use of gloves and an apron should be used in instances of nappy changing, these are single use and disposed of in the changing bin immediately. Staff should ensure hands are still thoroughly washed after removal of gloves. PPE items are accessed in the changing room located at the toilet block and beside the first aid equipment in the main shelter area. Eye protection is not routinely required but available if appropriate; for example handling hazardous substances likely to splash. A fresh set of PPE to be used between tasks and helping individual children.



Kinder Croft CIC

Environmental Cleanliness

We want to cut down the spread of germs and infection as much as possible, so therefore we have robust cleaning and maintenance schedules in place.

The indoor spaces will be cleaned on a regular basis.

The toilet building equipment will be thoroughly cleaned and wiped twice daily and at points in the day when it is visibly dirty or soiled.

An area cleaning kit will be kept in a sealed box out with the reach of children. An antibacterial surface cleaner to be used for cleaning of surfaces and nappy changing unit (including mat) will be within the area cleaning kit. Please see the cleaning schedule.

The grounds will be inspected during daily health and safety checks each morning before the children's arrival in case of hazardous materials such as animal faeces or natural materials. In the event equipment is contaminated it will be immediately cleaned or removed using appropriate PPE and isolated until it can be safely dealt with.

Each area of the site will have its own cleaning schedule for daily, weekly and/or monthly tasks. This should be followed and dated when complete.

The manager will check these to ensure they have been completed.

An itinerary will be kept of equipment being used by Kinder Croft. Equipment used will have a maintenance check in place. Any equipment requiring maintenance or to be thrown out will be recorded on this form.

Dealing with spillages of blood and bodily fluids

All staff will be trained on how to clean up spillages of blood and bodily fluids. A sealed box with the necessary equipment required for these types of cleaning will be stored in the toilet building and will have a checklist within it to follow during such events.

- Children should be kept away from the spill. Spillages should be dealt with as quickly as possible.
- Put up a wet floor sign if in a communal area upon discovery of the spillage.
- Ensure disposable gloves and aprons are worn at all times. Eye protection is available if required.
- Paper towel or kitchen roll should be used to soak up the spillage then these should be gathered up and double bagged.
- Apply the disinfectant to the spillage area. (all cleaning products at Kinder Croft are non-chlorine).
 - Wipe off any disinfectant solution left after cleaning up the spillage. Wipe towards the spillage, from clean to contaminated areas, to avoid spread.
 - Clean within a 3 metre area of the spillage to capture any particles that may have spread.
 - Repeat this process if required.
 - Dry with paper towels.



Kinder Croft CIC

- Remove gloves and aprons and put in the disposable bag. Ensure this is tied and disposed of in a bin.
 - Ensure all paper towels and PPE is disposed by using double bags and placing in the lined nappy bin in the changing room.
- Wash hands.

Waste management

Waste will be managed as follows:

- Pedal bins will be provided in all areas where waste is produced.
- These bins must never be overfilled and will follow an emptying schedule throughout the day.
- Large waste bins are stored outside the property away from play areas.
- When dealing with any kind of waste, gloves and aprons should be worn at all times
- Quantity of any waste that may be deemed hazardous such as clinical waste e.g. wound dressings will be minimal so waste stream will be bagged and disposed of via normal waste, although all nappies and any soiled towels will be tied inside nappy bags within the normal waste stream bin bags in compliance with Highland Council waste disposal guidelines.

Linen/laundry

Any linen provided by nursery will be cleaned and dried by the manager and stored where used. We will provide sleeping bags for naps that will be stored in ventilated areas away from toilet and food preparation areas. These will be safely bagged and cleaned monthly at the highest possible temperature or immediately dealt with after being soiled following recommendations from Public Health Scotland.

Clothing will not be washed at the nursery. This will be put in a sealed plastic bag, kept in a bag out of children's reach in the locked changing room and brought down to the pickup area each day by the person responsible for cleaning the toilets for parents to take home. This applies to any Kinder Croft "spares" as well as children's own clothing.

Exclusion Times

We will use these timescales to minimise spread of infection.

Sickness: 48 hours from last instance

Diarrhoea: 48 hours from last instance

Norovirus: 48 hours from last instance of sickness or diarrhoea

Chicken Pox: 10 days from onset of rash or when all sores have scabbed over, inform pregnant staff

Shingles: If weeping and unable to be covered, inform pregnant staff

Scabies: Child can return after first treatment. Parent notified if suspected case identified to be followed up by a GP

Diphtheria: 48 hours since last instance of diarrhoea

Rubella: 4 days from onset of rash, inform pregnant staff

Measles: 4 days from onset of rash, inform pregnant staff

Mumps: At least 7 days from first symptoms, and no swelling

Conjunctivitis: For bacterial conjunctivitis 48 hours from the first dose of medication administered, If viral conjunctivitis has been identified exclusion is based on symptom severity as antibiotics will not effectively treat this.



Kinder Croft CIC

Colds & Flu: Attendance is possible, based on parents and staff's judgement and provision of any necessary medicines. However if the child becomes distressed due to discomfort, parents may be asked to take the child home where they will be more comfortable.

Impetigo: 48 hours after starting antibiotics and lesions have started crusting over

Hand, Foot and Mouth Disease: Exclusion whilst the child is unwell

Scarlet Fever/Strep A: Exclusion for 24 hours after starting antibiotics

Slapped Cheek/Parvovirus B19: Until no symptoms of fever, sore throat, runny nose. Once rash has developed no exclusion.

Threadworm and Headlice: None but protocol of informing parents if cases identified

Covid19: Follow current guidelines on NHS website as it evolves and is updated for latest advice from Public Health Scotland Guidance.

Notifiable Diseases

Under the Health Protection (Notification) (Scotland) Regulations 2024, certain diseases must be reported to the local Health Protection Team by the manager. Please check for current guidance for a complete list of notifiable diseases from Public Health Scotland if a case is identified or suspected.

Outbreak Management

If an unusually high number of similar cases of illness is identified, the setting will communicate this with parents and in exceptional circumstances consider closure if the risk to children and staff is significant. The manager will contact the Health Protection team to determine if this is necessary and this will also be shared with families promptly by email, telephone and/or Whatsapp broadcast group.

Kinder Croft follows the latest information shared by Public Health Scotland and government guidance which covers exclusion for specific illnesses and when to report. This can be accessed at:

[When should people stay away from a setting? - Managing specific infectious diseases: A to Z - Health protection in children and young people settings, including education - version 1 - Health protection in children and young people settings, including education - Publications - Public Health Scotland](#)

[Managing outbreaks and incidents in children and young people's settings - GOV.UK](#)

Administering Medication

Please note that staff will only administer prescribed medication that is essential to the child's medical wellbeing and only when authorised by a parent/carer and a Medicine Administration form has been completed. If staff deem a child too unwell to continue to attend despite receiving treatment, they will inform the parents to collect the child.



Kinder Croft CIC

Verified: Joni Mackay

On: 29/05/2026

Date of review: 29/05/2027 or before as required

This policy has been drafted by Joni Mackay and AI has been used to check the document is legal, correct and fair under Scot's Law and considers the ethics of Kinder Croft CIC.