



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, your child's Health and Safety policy, and Sickness and medical requirements.

Hygiene

To prevent the spread of all infections, adults in the group will ensure that the following good practices are observed:

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 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 and after coughing or sneezing.

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 have an accident and an adequate supply of clean towels, spare clothes and any other necessary items are always available.

Food

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 in the **kitchen cupboard**.

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 cases of food poisoning affecting two or more children from food provide from 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 (Red is for toilet area and Green is for kitchen sink area) 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.

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

Injuries or accidents that occur within the nursery are recorded in the incident/ accident book which is signed when the parents collect. If thought necessary first aid will be administered, and an ambulance will be called. All parents/ carers will be informed if you child has had a bump to their head and an information sheet will be sent home of signs to look out for.

This policy was adopted by the managers and staff in September 2024

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

Staff signatures: