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1. Introduction

- 1.1 Good handwashing helps to protect both staff and children from infection and contamination and help to preserve general hand and nail hygiene.
- 1.2 This policy is designed to ensure a consistent handwashing routine in the <<insert the name of the company/nursery>>.
- 1.3 A handwashing point should be available to prevent the hands from becoming a medium for contamination.
- 1.4 Management is responsible to ensure that handwashing training is delivered to staff and children.
- 1.5 It is <<insert the name of the company/nursery>>'s responsibility to ensure that all children are taught to wash their hands as required by this policy.
- 1.6 All visitors to the <<insert the name of the company/nursery>> (e.g. cooks, workmen and delivery personnel) should adhere to the handwashing policy.

2. Handwashing options

- 2.1 Liquid soap and running water should be used in accordance with the manufacturer's instructions. The <<insert the name of the company/nursery>> should provide paper towels/dryers/hygienic and disposable paper towels/electric hand dryers by each sink for both staff and children.
- 2.2 [Alcohol based hand sanitiser is an effective alternative to running water and soap for staff and children. If used, a hand rub dispenser is located <<e.g.by each sink/by entrance>>.]
- 2.3 [Anti microbial agent is used to treat open wounds on staff when they deal with an open wound or a child with a wound. This anti microbial material is located <<e.g.by each sink/by entrance>>.] [However, it is the policy of <<insert the name of the company/nursery>> that staff should always wear disposable rubber gloves when using these products.]

3. Skincare

- 3.1 All skin wounds need to be covered with waterproof plaster.
- 3.2 Any skin irritation needs to be treated with <<insert name and details>>.
- 3.3 [Staff are provided with a non-perfumed cream to apply after handwashing.]

4. Staff handwashing responsibilities

- 4.1 All carers are obliged to wash their hands and clean throughout their

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shift.

4.2 Staff are obliged to ensure that the children and the children to maintain the handwashing policy

4.3 Staff are responsible for ensuring that the following steps are particularly:

4.3.1 before and after using the toilet. [However, it is the policy of <<insert the name of the company/nursery>> that all staff should always wear gloves for nappy changing.];

4.3.2 after cleaning

4.3.3 before and after

4.3.4 after using the

4.3.5 after using cleaning materials (e.g. liquids, sponges or cloths)

4.3.6 before and after dealing with a wound. [However, it is the policy of <<insert the name of the company/nursery>> that staff should always wear gloves in such situations.];

4.3.7 before and after

4.3.8 after dealing with liquids [However, it is the policy of <<insert the name of the company/nursery>> that staff should always wear gloves in such situations.];

4.3.9 after caring for

4.3.10 after handling

4.3.11 after dealing

5. Staff duty to encourage children to wash their hands

5.1 It is important that handwashing is incorporated into the daily routine of <<insert the name of the company/nursery>> and the care provided. Therefore, all children should be encouraged to wash their hands:

5.1.1 after every toilet

5.1.2 before eating

5.1.3 after contact

5.2 Staff have a duty to ensure that children are encouraged to wash their hands and to make sure that correct handwashing is demonstrated by the children at all times.

6. Hand washing guidelines

6.1 In order to wash hands correctly the following steps need to be fulfilled :

6.1.1 first wet your hands with running water;

6.1.2 apply a small amount of soap

6.1.3 wash hands for at least 20 seconds

6.1.4 rinse hands thoroughly

6.1.5 hands need to be dried with a disposable towel/dryer];

- 6.1.6 never use ex...
- 6.1.7 never use an...

7. Outdoor activity

- 7.1 The staff have a duty to ensure that children wash their hands after any outdoor activity.
- 7.2 If the staff are taking a school trip or outdoor activity that is not taking place in the school grounds, the staff are obliged to carry a sufficient amount of hand sanitizer to use when the children use it when outdoors.
- 7.3 Staff should ensure that children use the alcohol based hand rub while outdoors:
 - 7.3.1 after contact with animals;
 - 7.3.2 after any play in the garden, soil, sand, plants, etc;
 - 7.3.3 before eating

This policy has been approved & signed by:

Name: <<Insert Name>>

Position: <<Insert Position: Resources Manager>>

Date: <<Date>>

Signature: