



# **The LJS Nursery School Safeguarding/Policies**

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## 01 Health and safety procedures

### **01.04 Children's bathrooms/changing areas**

- Children are provided with bags for spare clothing and nappies/pants
- Older toddlers have low changing surfaces they can climb on to, or floor surface is used. Staff do not have to lift heavy toddlers on to waist high units.
- Changing mats are cleaned and disinfected in baby change areas.
- Disposable nappies/trainers are cleared of solid waste and placed in nappy disposal units.
- Staff use single use gloves and aprons to change children and wash hands when leaving changing areas. Gloves are always worn for wet or soiled nappies.
- Staff never turn their backs on or leave a child unattended whilst on a changing mat.
- Changing areas are provided for older (disabled) children, if required
- Changing mats are disinfected after each change.
- Anti-bacterial spray is not used where residue may have direct contact with skin.
- Anti-bacterial sprays used in nappy changing areas are not left within the reach of children.
- Natural or mechanical ventilation is used; chemical air fresheners are not used.
- All other surfaces are disinfected daily.

#### **Children's toilets and wash basins**

- Children's toilets are cleaned once daily using disinfectant cleaning agent for the bowls (inside and out), seat and lid, and whenever visibly soiled. Toilets are sanitised after every use.
- Toilet flush handles are disinfected regularly.
- Toilets not in use are checked to ensure the U-bend does not dry out and are flushed every week. Taps not in use are run for several minutes every two to three days to prevent infections such as Legionella.
- There is a toilet brush available for children's toilets. These are monitored by staff.
- Cubicle doors and handles are frequently sanitised during the day.
- Children's hand basins are cleaned frequently during the day and whenever visibly soiled, inside, and out using disinfectant cleaning agent. Disposable towels are used to clean basins etc. and are not interchanged with those used for cleaning toilets.

- Mirrors and tiled splash backs are washed daily.
- Paper towels are provided.
- Bins are provided for disposal of paper towels and are emptied daily.
- All bins are lined with plastic bags.
- Staff who clean toilets wear rubber gloves.
- Staff changing children wear gloves and aprons as appropriate.
- Wet or soiled clothing is sluiced, rinsed, and put in a plastic bag for parents to collect.
- Floors in children's toilets are washed twice daily.
- Spills of body fluids are cleared and mopped using disinfectant.
- Mops are rinsed and wrung after use and stored upright, not stored head down in buckets.
- Mops used to clean toilets or body fluids from other areas are designated for that purpose only and kept separate from mops used for other areas. Colour coding helps keep them separate.
- Used water is discarded down the sluice or butler sink.
- Butler sinks and sluices are cleaned and disinfected at the end of each day.

**This school is committed to safeguarding and promoting the welfare of children and insists all staff and expects all parents to share this commitment.**

**“Safeguarding is everyone's responsibility.”**