

WCS Children's Services

HYGIENE - Hand Washing Policy

Purpose

Hand washing is the most significant way to reduce the spread of communicable diseases and minimise cross infection.

Policy Statement

This Policy details the Service's approach to hand washing.

Strategies and Practices

- The Service has suitably sized hand washing facilities located throughout the building. Liquid soap/foam and paper towels or automatic dryer are also provided at each.
- The Service provides an antibacterial hand gel for use upon arrival at and departure from the Service.
- Educators model good hand washing procedures at appropriate times to the children. In addition, they intentionally teach and encourage the children to use the correct hand washing procedure. Children who can stand at a sink but not wash their hands independently are assisted to do so.
- The Hand Washing Poster – NHMRC to be displayed if possible in nappy change areas and food preparation and eating areas throughout the Service.
- All staff, students, volunteers and children should wash their hands:
 - On arrival at the Service. (Alternatively, antibacterial hand gel may be used);
 - Before and after eating, or feeding a child;
 - Before and after handling food;
 - Before and after giving medication and providing medical procedures or first aid;
 - Before and after changing a nappy;
 - After using the toilet or helping a child use a toilet;
 - After cleaning up blood, faeces or vomit;
 - After wiping a nose;
 - After touching pets and other animals;
 - After playing outside;
 - Before and after using gloves and when changing gloves;
 - After cleaning, gardening and handling garbage; and,
 - Before going home. (Alternatively, antibacterial hand gel may be used).

Effective hand washing procedures

- Wet hands with running water;
- Apply liquid soap and spread over hands.
- Rub hands together while counting to ten slowly;

- Wash hands all over, including backs of hands, wrists, between fingers, under fingernails;
- Rinse hands thoroughly under clean, running water while counting to ten slowly;
- Turn tap off using a clean piece of paper towel;
- Pat hands dry using another clean piece of paper towel, or use the air dryer.

Washing and rinsing your hands should take about as long as singing Happy Birthday twice.

Additional safe practices for babies

- Babies need their hands washed as often and as thoroughly as older children. If the baby is unable to stand at a hand basin, wash their hands with either pre-moistened towelette or a wet disposable cloth, and then pat dry with paper towel.

Responsibilities of parents/guardians

- To wash their hands when they arrive at the Centre and leave, and to help their child to do the same.

Links to other policies

- Administration of Medication Policy
- Food Preparation, Storage and Handling
- Incident, Injury, Trauma and Illness Policy
- Managing Infectious Diseases
- Nappy Change and Toileting Policy
- Nutrition Policy

Links Education and Care Services National Regulations 2011, National Quality Standard 2018

Regs	88	Infectious diseases
QA	2.1.1	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's need for sleep, rest and relaxation.
	2.1.2	Effective illness and injury management and hygiene practices are promoted and implemented.
	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
	3.1.1	Outdoor and indoor spaces, buildings, fixtures and fittings are suitable for their purpose, including supporting access of every child.

Sources, further reading and useful websites

Sources

- NHMRC. (2005). *Staying healthy in child care: Preventing diseases in childcare. 4th edition.*

http://www.nhmrc.gov.au/files_nhmrc/publications/attachments/ch43.pdf
accessed 6 March 2012

- Queensland Health. (n.d). Video: Routine hand wash.
http://www.health.qld.gov.au/chrisp/education/routine_wash.asp accessed 6 March 2012
- Dr. B. Abbey and P. Maclean, NQS - the complete system of policies, procedures and forms, www.childcarebydesign.com.au.

Further reading

- Tansey, S. (2009). NCAC Factsheet: Hygiene in child care.
<http://ncac.acecqa.gov.au/family-resources/factsheets/hygiene.pdf> accessed 6 March 2012.

Useful websites

- National Health and Medical Research Council – <http://www.nhmrc.gov.au>
- Queensland Health – http://www.health.qld.gov.au/chrisp/hand_hygiene/HH_resources.asp

Policy Review

This policy is a living document and will be monitored and reviewed as issues are identified or within 24 months. Proposed changes will be circulated and discussed by all programs and any external stakeholders for approval.

Person Responsible for Review:

Manager, Children's Services

Implementation Date:	June 2013	Review Date:	August 2018
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Modification History

Date	Sections and/or Paragraphs	Source	Details
2016/08/29	Format update		WCS internal changes
2018/02/08	Quality Areas	Revised National Quality Standard 2018	

Related Documents

Refer to HR Manual –cross reference to WCS documents such as: WCS Services Guide, WCS Values and Strategic Plan
Approved by Susan Henderson, Manager, Children's Services.



Date: 16 January 2017