



Nursery Strategic Leader & Nominated Individual Mrs E Williams BEd. Hons NPQH
Nursery Manager: Miss C Bates

Initial Policy date		Next scheduled review	April 2025
Governor approved	May 2024	Key person/people	NI / Nursery Manager/ Senior Site & Facilities Strategic Lead
Model Policy	Yes	Model localised	Yes

Policy and Statement of Intent: Preventing and Controlling Infections

1. Introduction and Guidance. At Rotherly Day Nursery we promote the good health of all children attending through maintaining high hygiene standards and reducing the chances of infection being spread. The following UK Health Security Agency guidance for childcare facilities sets out when and how long children need to be excluded from settings, when treatment/medication is required and where to get further advice from.

- i. [Preventing and controlling infections](#)
- ii. [Supporting immunisation programmes](#)
- iii. [Managing outbreaks and incidents](#)
- iv. [Managing specific infectious diseases: A to Z](#)

Viruses and infections can be easily 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 below to prevent a virus or infection from moving around the nursery

2. Hand hygiene is one of the most important ways of controlling the spread of infections, especially those that cause diarrhoea or vomiting and respiratory infections.

We will ensure all individuals have access to liquid soap, warm water, and paper towels. Bar soap should not be used. Alcohol hand gel can be used if hands are not visibly dirty. Alcohol hand gel is not effective against organisms that cause gastroenteritis, such as norovirus.

All cuts and abrasions should be covered with a waterproof dressing.

Educate children on why hand hygiene is so important. Free resources to support this have been developed by the UK Health Security Agency (UKHSA) and are available at e-bug.eu.

3. Respiratory and cough hygiene. Coughs and sneezes spread diseases. Covering the nose and mouth when sneezing and coughing can reduce the spread of infections. Our aim will be to 'educate and encourage' children on why respiratory hygiene is so important.

Particularly those with signs and symptoms of a respiratory infection to follow respiratory hygiene and cough etiquette, specifically, to:

- cover nose and mouth with a tissue when coughing and sneezing, dispose of used tissue in a waste bin, and clean hands.
- cough or sneeze into the inner elbow (upper sleeve) if no tissues are available, rather than into the hand.
- keep contaminated hands away from their eyes, mouth, and nose.
- clean hands after contact with respiratory secretions and contaminated objects and materials
- Ensure stocks of tissues, hand washing equipment, cleaning materials and sterilising fluid are maintained at all times and increased during the winter months or when flu and cold germs are circulating.
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4. Cleaning. Keeping our setting clean, including equipment, reduces the risk of transmission. Effective cleaning and disinfection are critical, particularly when food preparation is taking place.

In the event of an outbreak of infection at Rotherly Day Nursery, The Nursery Managers are to notify Nursery Strategic Leader & Nominated Individual (designated SLT cover over holiday periods, and Senior Site & Facilities Strategic Lead (Site Manager in their absence). The procedure will be to follow guidance within serial 1.iii [managing outbreaks and incidents](#) which will be to consult with our UKHSA health protection team (HPT) who may recommend enhanced or more frequent cleaning, to help reduce transmission. Our cleaning procedures will cover:

- Clean surfaces that people touch a lot. Regularly clean and disinfect all areas or surfaces in contact with food, dirt, or bodily fluids.
- In cleaning schedules, clearly describe the activities required, the frequency of cleaning and who will carry them out.
- Develop plans for situations where additional cleaning will be required (for example in the event of an outbreak).
- Ensure those conducting cleaning duties are appropriately trained and have access to the appropriate personal protective equipment (PPE), such as household gloves and aprons.
- Cleaning equipment used should be disposable or, if reusable, disinfected after each use.
- Clean toilets at least daily and check them throughout the day.
- Wash or clean all equipment used by babies and toddlers as and when needed including when the children have placed it in their mouth.
- Immediately clean and sterilise (where necessary) any dummy or bottle that falls on the floor or is picked up by another child
- Periodically each room in the nursery will be deep cleaned including carpets and soft furnishings to ensure the spread of infection is limited. This will be implemented earlier if the need arises.
- Where soft furnishings are used, they should ideally have a wipeable surface.
- Nursery Managers to monitor cleaning standards and escalate concerns to the Site Managers.

4.1 Cleaning in area where food is handled or prepared.

- The [Food Standards Agency \(FSA\)](#) strongly advises the use of either a dishwasher, a sterilising sink, or a steam cleaner to clean and disinfect equipment and utensils.

- Follow food hygiene standards from the [Food Standards Agency](#).
- Educate children on their role in improving food hygiene.

5. Toileting and sanitation. Hand hygiene is extremely important to emphasise to individuals who are supporting children and young people with toileting.

5.1 Nappy changing. There is a designated nappy changing area. The following set out the procedures for colleagues to follow:

- Wash and dry their hands after every nappy change, before handling another child or leaving the nappy changing room
- Wrap soiled nappies in a plastic bag before disposal in the general waste unless collected separately as offensive waste – see [safe management of waste](#).
- Where appropriate, clean children’s skin with a disposable wipe (flannels should not be used)
- Label nappy creams and lotions with the child’s name and do not share with others
- Wipe changing mats with soapy water or a mild detergent wipe after each use and at the end of each day
- Check mats weekly for tears and discard if the cover is damaged.

5.2 Where potties are used. Designate a sink for cleaning potties (not a hand wash basin). This should be located in the area where potties are used.

- Wear disposable gloves to flush contents down the toilet.
- Wash the potty in hot soapy water and dry.
- Store potties upside down. Do not stack potties inside each other.
- Wash hands using soap and warm water and dry after removing disposable gloves.

6. Personal protective equipment (PPE). PPE can protect individuals and employees from contamination with blood or bodily fluids, which may contain germs that spread disease. PPE should be used in line with risk assessments in all settings, proportionate to the risk identified.

If there is a risk of splashing or contamination with blood or bodily fluids during an activity, employees are to use disposable gloves and plastic aprons. Gloves and aprons should be single-use disposable, non-powdered vinyl/nitrile or latex-free and CE marked.

7. Ventilation is the process of introducing fresh air into indoor spaces while removing stale air. Letting fresh air into indoor spaces can help dilute air that contains viral particles. Employees are to:

- Keep occupied spaces well-ventilated to help reduce the number of respiratory germs. Open windows and doors as much as possible to let fresh air in (unless it is unsafe to do so, for example, do not keep fire doors open unless they have a door release mechanism linked to the fire alarm).
- Try and open higher-level windows to reduce draughts, where it is safe to do.
- Use CO2 monitors to balance the need for increased ventilation with maintaining a comfortable temperature.

8. Outbreaks and incidents. The nursery manager and Senior in Charge retains the right of refusal of all children, parents, colleagues and visitors who are deemed contagious and may impact on the welfare of the rest of the nursery.

All people who are unwell not to attend the setting or remain separate from others, wherever possible – further guidance on exclusion periods is available for specific infectious diseases.

During an outbreak or incident, when there are either several cases, or indications of more serious disease, additional measures may be required. These may include:

- Considering communications to raise awareness among parents or carers
- Reinforcing key messages amongst children and young people, including the importance of hand and respiratory hygiene measures
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9. When people should stay away from setting. Employees and children who are showing the symptoms of an infectious disease or have been diagnosed by a health professional or diagnostic test could be advised to stay away from their setting for the minimum period recommended, if required, and until well enough.

The following table within serial 1. iii Managing outbreaks and incidents provides clear guidance on how long people should be advised to stay away: [Table for public health exclusions](#).

If a parent or carer insists on a child with symptoms attending the setting, where they have a confirmed or suspected case of an infectious illness, the Nursery Managers reserve the right to take the decision to refuse the child if, based on reasonable judgement, it is necessary to protect other children and employees from possible infection. For some infections, individuals may be advised to remain away from a setting for a longer period. This will be advised by the local Health Protection Team.

10. When we will contact the Local Health Protection Team (HPT). Serial 1 iv Managing specific infectious diseases: A to Z offers clear guidance when to contact the local HPT. Their details can be found here: [health-protection-team](#).

On the occasions when we do need to contact our HPT, the following information should be ready in advance of this call: [Information required when contacting HPT](#).