

ARMIDALE OUT OF SCHOOL HOURS CARE

Infection Control and Hand Washing Procedure

Related documentation	Dealing with Infectious Diseases, Dealing with Medical Conditions,
Policy/policies:	Nutrition, Food, Beverage and Dietary Requirements
Regulation/s/ Standards:	National Regulations 77,88,106,109, 110 NQS 2.1, 2.1.2
Other procedures:	wAFDC will use our best endeavours to protect an individual's confidential information even if there is no contractual relationship between AFDC and the stakeholder.
References:	Place Health & Safety Staying healthy in Child Care (2024) NSW Department of Health, ACECQA
Date effective	November 2025
Date for review	November 2028
Purpose	Armidale Out of School Hours Care will use its best endeavours to prevent the risk of infectious disease and illness by setting guidelines for hand washing and other infection control practices and strategies.
Responsibility	Nominated Supervisors, Responsible Persons, Educators and children

Key information:

Infections can be spread by a person who shows no signs of illness. Hand washing and drying hands thoroughly is one of the most effective ways of preventing the spread of infection. Hand washing is effective because it loosens, dilutes and flushes off germs and contaminated matter.

Hand sanitisers are a substitute for hand washing, but should only be used when soap and water are unavailable, hands are not visibly dirty, on excursions and in the play ground.

Two other important ways of preventing the spread of infectious disease are exclusion of sick children and Educators from the care environment and immunisation.

Exclusions:

Armidale Out of School Hours Care's Dealing with Infectious Diseases Policy details exclusion periods for illnesses as per recommendations in Staying Healthy in Child Care..

Procedures:

Nominated Supervisor, Responsible Persons and Educators:

- Should model, demonstrate, and supervise hand washing and encourage cough etiquette throughout the day.
- Should guide children in practicing hand hygiene.
- Should practice infection control measures as outlined in this Procedure.

Steps in ensuring that hands are as germ free as possible:

- Wet hands with running water
- Use liquid soap and spread over hands
- Wash your hands all over. Pay particular attention to the palms and backs of hands, in between fingers, under fingernails and around wrists
- Rinse your hands thoroughly
- Turn off the tap using paper towel
- Pat your hands dry with a new paper towel.

When to encourage children to practice hand hygiene:

- Children - upon arrival
- At the beginning and end of your working day
- Before handling food.
 - Before and after eating
 - After removing gloves.
 - After going to the toilet
 - After cleaning up blood, faeces or vomit
 - After wiping a nose and contact with nasal secretions or saliva, either a child's or your own
 - Before and after giving medication
 - After handling garbage
 - After coming in from outside play

Gloves:

Wearing gloves does not replace the need for hand washing.

Safe food handling requires gloves to be worn when food is being prepared or distributed.

When Dealing with Blood, Vomit, Faeces or Urine Spills Nominated Supervisors, Responsible Persons and Educators will:

- Wear Gloves.
- Clean the spill up using paper towel.
- Place the paper towel and soiled gloves in a plastic bag, seal the bag and put it in the rubbish bin.
- Put on new gloves and clean the surface with detergent and warm water and fresh paper towel and allow it to dry.
- Wash hands thoroughly with soap and warm water.

General Cleaning for Infection Control:

- All frequently touched surfaces such as tables, bench tops, taps, door handles and floors should be cleaned regularly.
- Gloves should be worn when cleaning toilets.
- Toys, cushions and throws will be washed regularly with soap and water and air dried.