



Hand Washing Procedure

Purpose of Policy

Snuggle Bunnies Childcare (Nursery) is committed to maintaining the health and hygiene of the children and the staff. It is imperative that all children and staff's hands are washed properly during the day. Staff to instil the understanding for hand washing, e.g., to remove germs after playing outside or before/after eating, using the toilet and after blowing noses.

Who is Responsible?

It is the responsibility of the staff to ensure that children know the importance of hand hygiene and the reasons why we must wash hands. It is also the staff team's responsibility to ensure they lead by example, washing hands regularly alongside the children.

Procedure to be carried out before eating

(Under 2's)

- The child's hands are cleaned with a wipe/water and soap before seated
- Wipe is disposed of in the bin
- Each child is sat at their allocated seat
- Bib placed on child
- Child has food and allowed time to finish
- Face and hands washed with wipe
- Disposed wipe into laundry bag/box

- Remove all foods off the bib, clothes into basin and put into laundry bag/box
- Remove child from chair and offered a choice of stimulating activity to settle before nap
- Chair cleaned and put away
- Floor swept and mopped, and all food disposed of in food bin
- Areas set up with stimulating activities (floor and tables)
- Laundry placed in the washing basket for washing

(Toddlers 2 year olds)

- Children use the sink in the playroom and individually wash hands with staff support
- Children place hands under tap warm water to wet hands
- Staff member helps squeeze soap onto hands
- Child encouraged to rub hands together to distribute soap - staff member helps child to ensure soap covers hands fully whilst singing the 'clean your hand' song (20 seconds)
- Child holds hands under tap to remove all soap from hands whilst singing the 'clean your hand' song (20 seconds)
- Staff member checks and helps remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Child takes seat at table for meal

- Following the meal, children will go to the hand basin with their Keyworker to wash their hands and supported if needed
- Staff member checks the child is clean and helps the child remove any remaining food debris and marks from face, hands, and clothing
- Tables are set up with stimulating activities
- Once clean, the child is offered a choice of stimulating activities if not sleeping
- Tables, floors are cleaned and mopped, and all food disposed of in food bin

(Preschool 3-4's)

- Children go to the hand basin with their Keyworker to wash their hands
- Children use warm running water to wet hands
- Staff encourages child to push the soap dispenser and each child takes turns
- Children rub hands together to distribute soap all over hands for 20 seconds (singing HBD)
- Staff member monitor to ensure children's hands are being thoroughly cleaned
- Children to remove soap under warm running water until all soap removed for 20 seconds (singing HBD)
- Children use disposable paper towels to thoroughly dry all water from hands and wrists
- Paper towel is then disposed of in the rubbish bin - staff to ensure that the bin is not touched
- When all children have finished, staff to count children before leaving
- Staff follow children into the playroom
- Children sit at the table for meal at their allocated seat (child's placemat)
- Following the meal, children will go to the hand basin with their Keyworker to wash their hands and supported if needed
- Staff should ensure children's hands and faces are clean and clean of food
- Tables, floors are cleaned and mopped, and all food disposed of in food bin
- Tables are set up with stimulating activities for children to choose

Returning from the outside area/garden

(Under 2's)

- Children returned to the room safely from a walk or the outside area/garden
- Hands cleaned using a wet wipe for each child and disposed of in the bin
- Children offered a choice of stimulating activities

(Toddlers 2 year olds)

- Children return to the room from the outside area/garden or a walk
- Children place hands under tap warm water to wet hands
- Staff encourages children to push the soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and helps remove all soap from hands when needed
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Child is offered a choice of stimulating activities

(Preschool 3-4's)

- Children return to the room from the outside area/garden or a walk
- Children place hands under tap warm water to wet hands
- Staff encourages children to push soap dispenser onto hands

- Child encouraged to rub hands together to distribute soap - staff member helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff member checks and helps remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Child is offered a choice of stimulating activities

Following using the toilet or potty

(Under 2's toilet potty/training)

- Child places hands under tap warm water to wet hands
- Staff helps to push soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff member helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and helps remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Staff washes their own hands thoroughly with soap and dried using a paper towel
- Staff returns the child to the room

(Toddlers 2 year olds)

- Children use the sink in the playroom and individually wash hands with staff support
- Child places hands under tap warm water to wet hands
- Staff member encourages child to push the soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and encourages child to remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Staff washes their own hands thoroughly using soap and drying with a paper towel
- Staff returns the child to the room

(Preschool 3-4's)

- Children use the sink in the playroom and individually wash hands with staff support
- Child places hands under tap warm water to wet hands
- Staff member encourages child to push the soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and encourages child to remove all soap from hands

- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Staff washes their own hands thoroughly using soap and drying with a paper towel
- Staff returns the child to the room

Following art and craft or messy activities

(Under 2's)

- All children will wear aprons before activity
- The child finishes the activity, and a wipe is used to remove the worst of the mess from hands which is disposed of in the bucket
- Using a wet wipe to wipe the child's hands thoroughly
- Any clothing that is soiled with art craft will be changed - clothing will be put into a nappy sack, labelled and placed in the child's bag to take home
- Child is redressed and offered a choice of stimulating activities

(Toddlers 2 years old)

- All children will wear aprons before activity
- The child finishes an activity and walks to the sink
- Child places hands under tap warm water to wet hands
- Staff encourages child to push the soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff helps child to ensure soap covers hands fully for 20 seconds (singing HBD)

- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and helps remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Any clothing that is soiled with art crafts will be changed - clothing will be put into a nappy sack, labelled, and placed in the child's bag to take home

(Preschool 3-4's)

- All children will wear aprons before activity
- The child finishes an activity and walks to the sink
- Child places hands under tap warm water to wet hands
- Staff encourages child to push soap dispenser onto hands
- Child encouraged to rub hands together to distribute soap - staff member helps child to ensure soap covers hands fully for 20 seconds (singing HBD)
- Child holds hands under tap to remove all soap from hands for 20 seconds (singing HBD)
- Staff checks and helps remove all soap from hands
- Hands are dried thoroughly using a disposable paper towel - this is then disposed of in the bin
- Any clothing that is soiled with art crafts will be changed - clothing will be put into a nappy sack, labelled, and placed in the child's bag to take home

Following blowing a child's nose

- Staff disposes of the tissue in the bin
- Staff wets hands under warm tap
- Applies a small amount of soap and rubs in thoroughly - both sides of hands, between fingers and around both thumbs
- Soap is removed under warm running water
- Hands are thoroughly dried using a disposable paper towel
- Towel is disposed of in the bin

Last Updated/Reviewed On:	SIGNITURE
09.05.2020	C. Morgan
19.11.2020	C. Morgan