



Hand washing Policy

Purpose

During the presence of COVID-19, hand washing is crucial to stopping the spread of the virus. It is critical that the nursery implement hand washing protocols for all nursery staff, parents and children. It is critical that a nursery revises hand washing policies, practices and procedures in order to protect and safeguard children.

Purpose of hand washing:

Hand washing remains the No. 1 tip for preventing the spread of Coronavirus (COVID-19). It's common sense and it works. However, it must be done properly and with soap and water. When soap and water are not available, the next best option is to use an alcohol-based hand sanitizer.

Definition

- **Stakeholder:** a person with an intended interest in the nursery business
- **Procedure:** an official way to doing something.
- **MOHAP:** Ministry of Health
- **Hand Sanitizer:** An alcohol based hand cleaner

Policy statement

According to the MOHAP, effective hand washing can be described as washing hands for a minimum of 20 seconds with soap and warm water and then thoroughly drying hands afterwards with paper towel. Cloth hand towels should not be used to dry hands as they can spread germs.

Hand washing requires five simple steps:

1. **Wet:** Put both your hands under clean, running water.
2. **Lather:** Apply a generous amount of soap to the inside and back of your hands as well as your fingertips. Wash your hands for at least 20 seconds and don't forget to wash under jewelry and fingernails. Your fingertips are especially important as people often put their fingers on their face, nose, and eyes. This is how the virus spreads.
3. **Scrub:** Rub both hands together and move your fingertips around both hands. You don't need a scrub brush. You don't need to make harsh, scrubbing movements.
4. **Rinse:** Return both hands to the running water and gently wash away the soap.
5. **Dry:** Completely dry the water from your hands. Using a disposable towel (paper towel) is best to avoid leaving germs on towels.



Roles and Responsibilities:

Management:

- Provide nursery staff and parents with information on the importance of hand washing, how to effectively wash and dry hands and when hands must be washed.
- Provide an adequate amounts of soap, paper towels and hand sanitizer are available in the nursery.
- Ensure that soap and paper towels are available in all bathrooms and wall mounted hand sanitizer is available in classrooms, common areas and in the entrance to the nursery.
- Soap and paper towel dispensers are available at child height to encourage children to carry out hand washing as independently as developmentally appropriate under the supervision of an adult.
- Provide a wall mounted hand-sanitizers units with an alcohol based sanitizer of at least 65-90% in the reception area and all other areas used by staff, children aged 2-4, and parents; adequate disinfectants and cleaning materials to effectively meet MOHAP cleaning standards.
- Provide adequate supplies to ensure hygiene protocols are effectively implemented including disposable paper-towels for diaper changing areas; high quality soap in all hand washing areas for children and staff; adequate supplies of tissues in all indoor and outdoor learning areas; disposable paper-towels for all children and staff to use in bathrooms.

Teachers:

- Model and teach children how to effectively wash and dry their hands. Staff should encourage children to independently carry out effective hand washing when developmentally appropriate under the supervision of an adult.
- Wash the hands of children who are too young to wash their own hands and monitor use hand sanitizer by children aged 2 to 4 at all times.

Cleaners:

- Always make available soap and paper towels in each bathroom in the nursery and replenish supplies in a timely manner.
- Wear gloves, and that they are changed between the cleaning of each area and after coming into contact with any potential contaminates.

Parents:

- Parents to wash their hands or use hand sanitizer before dropping off or collecting their child/ children from the nursery.
- Parents to model and teach their child/ children how to effectively wash their hands at home.



When to wash hands:

Nursery should monitor nursery staff to ensure that they are implementing hand washing protocols into the daily routine, this includes:

- After blowing noses.
- After toileting and
- Prior to and after eating; before and after.
- Between activities.
- Prior to and after outdoor play.
- Upon entering or prior to leaving the nursery.
- At regular intervals throughout the day.
- Arrival to the facility and after breaks
- Before and after preparing food or drinks
- Before and after eating or handling food, or feeding children and preparing a bottle
- Before and after administering medication or medical ointment
- Before and after diapering
- After using the toilet or helping a child use the bathroom and changing diapers.
- After coming in contact with bodily fluid
- After handling garbage

Use of hand sanitizers:

Hand washing is preferable to hand sanitizer. However, in instances where soap and water are not immediately available, hand sanitizer should be used but only for children between the ages of 2 to 4 years old. Hand sanitizer units should be wall mounted, closely supervised and kept out of the reach of children.

Implementation Documents

- Hygiene policy
- MOHAP Guideline
- Procedures for response to specific incident