**Policy**

Grace Christian School- Day Nursery is committed to providing a safe and healthy environment for children families and employees. Practicing good hand hygiene is one of the most important steps to avoid getting sick and spreading germs.

**Procedures**

The following activities are hand hygiene indications, consequently Staff and children must clean their hands before and after engaging in these activities:

* Before and after giving medication
* Changing diapers
* Coming into contact with any soiled/mouthed items
* Coming into contact with bodily fluids
* Glove use
* Handling garbage
* Handling raw foods
* Handling soiled laundry or dishes
* Handling soiled/mouthed items, soiled toys, laundry, dishes or other items
* Outdoor play and / or Gardening
* Preparing, handling, and serving and eating food
* Sneezing, coughing, or blowing your nose
* Toileting/diapering routine or Using the washroom
* Touching a cut or open sore
* Whenever in doubt

**Hand Hygiene Monitoring**

To ensure that Staff is using proper hand hygiene methods, the Supervisor will review hand hygiene practices on a regular basis and provide feedback to Staff as required.

**Hand Sanitizing Information**

1. Hand sanitizers can only be used on children who are over the age of two and must always be used under adult supervision. Children under the age of 2 are not permitted to have hand sanitizer applied, instead perform hand washing frequently and gently.
2. Adults must ensure that the product has completely evaporated from the child's hands before allowing the child to continue their activity.
3. Parent consent is required to use hand sanitizer on children. Parent’s consent should be acquired before admission. If child is not permitted, alternative method of hand cleaning should be discussed with Supervisor. Staff working with the child will be advised accordingly.

**Glove Use**

1. Gloves shall be worn when it is anticipated that hands will come into contact with mucous membranes, broken skin, tissue, blood, bodily fluids, secretions, excretions, contaminated equipment or environmental surfaces.
2. Gloves are single use only.

**Gloves and Hand Hygiene**

1. Hand hygiene shall be practiced before applying and after removing gloves.
2. Disposable gloves shall be removed and discarded after use.
3. To reduce hand irritation related to gloves:

* Wear gloves for as short as time as possible
* Ensure that hands are clean and dry before wearing gloves
* Ensure gloves are intact, clean and dry inside
* Gloves are single use only, and must be task specific such as nitrile gloves for diaper changes
* Staff must wear these gloves when immersing toys in diluted disinfectant when toy washing

**Covering Your Cough Procedure**

1. Keep your distance (preferably more than 2 metres/6 feet) from people who are coughing or sneezing.
2. Follow these steps to stop the spread of germs:

* If you have a tissue, cover your mouth and nose when you cough, sneeze or blow your nose
* Put used tissues in the garbage
* If you don't have a tissue, cough or sneeze into your sleeve, not in your hands.
* Clean your hands with soap and water or hand sanitizer (70-90% alcohol-based) regularly and after using a tissue on yourself or others

This is to certify that I have read and understood the contents of the Health Screening Policy and Procedures and shall comply with it.

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| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Supervisor:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |