



Infection Control Policy

We recognise our 'duty of care' and requirement in 1 environment for the children in our care. The Health and Social Care Standards. My support, my life (Scottish Government, 2017) reflect this duty.

We will ensure that all staff are trained to enable the setting to meet these requirements and follow the national guidance *Infection Prevention and Control in Childcare Settings* (Health Protection Scotland, September 2015), recommended as best practice by the Care Inspectorate. For ease of reference we will use the term **the guidance** when referring to this document throughout the policy.

Appendix 1 of the guidance will be completed and displayed for staff and all service users affirming the use of the guidance as our local policy.

Prevention of Spread of Infection

In order to minimise the spread of infection we will follow standard infection control precautions (SICPs) as recommended by the NHS (see section below).

We will carry out regular risk assessments appropriate to our setting and current circumstances and maintain up-to-date records. In carrying out these risk assessments we will take account of the environment, daily routines, regular activities and occasional activities such as outings (see Appendix 2 of the guidance).

We will also take into consideration the risk to all service users especially those who are more vulnerable to infection e.g. pregnant women, children with conditions or on medication that makes them more susceptible to infection etc. In order to facilitate this, parents/carers will be requested on their child's admission to the setting to inform us of any relevant pre-existing conditions and also to inform us of illnesses as they occur.

As your child will now be mixing with other children, it is important that they are protected and up-to-date with their immunisations. (You can access further information about the immunisation schedule at <http://www.immunisationscotland.org.uk>) it is your duty to inform us if you have chosen to not vaccinate your child. In the event of an outbreak where your child has not been vaccinated, we will ask you to collect your child. Childcare will be suspended until it is safe for your child to return. We reserve the right to temporarily suspend your childcare place; we reserve the right to charge fees for the duration of suspension.

Information gathered from risk assessments will be shared with all staff and with children and parents/carers as appropriate in order to improve infection prevention and control practice.

Staff and children with symptoms of infectious disease should not attend Little Rookies. Recommended exclusion periods can be found in Appendix 3 of the guidance. This information will be copied and displayed within the setting for all parents/carers and staff.

Standard Infection Control Precautions (SICPs)

All staff will be trained in these procedures and training refreshed at least annually. This training will include information on how infection spreads (page

4 of the guidance).

The chart on page 4 detailing the 'chain of infection' will be copied and displayed as appropriate for staff and parent/carer information.

SICPs are described in full within the guidance (pages 5 to 8) and encompass the following areas:

- **Hand hygiene** - Appendix 7 provides a useful chart illustrating the correct method of hand washing. This will be displayed appropriately within the setting and children will be trained in this procedure.
- **Respiratory and cough hygiene** - children will be encouraged to follow this.
- **Personal protective equipment (PPE)** - this will be worn as directed in the guidance. Appendix 13 – Putting on and removing PPE
- **Safe nappy-changing** - guidance can be found in Appendix 8 – Toilet, potty and nappy changing
- **Cleaning of the environment** - is the routine cleaning of the environment on a daily basis (see appendix 9 of the guidance). This also includes toilets, hand basins and potties (see appendix 8 of the guidance).
- **Equipment cleanliness** - all toys and equipment will be well maintained and safe for use. Appendix 10 will be followed in the scheduled cleaning of toys and equipment.
- **Dealing with spillages of blood and body fluids** - staff should follow the procedures within the guidance (page 7).
- **Management of waste** - this includes nappy waste and the disposal of sharps (page 8).
- **Linen/Laundry** - (page 8 , 4.8)
- **Exposure injuries and bites** - are injuries where the skin is broken by a needle or bite. This section includes exposure to blood and bodily fluids into broken skin or into eyes, nose or mouth. Appendix 11 outlines the correct procedures in these circumstances.

Food and kitchen hygiene

We recognise that the responsibility for food safety lies with us and SICPs will be followed at all times in the preparation of food.

In line with good practice outlined in *Setting the Table: Nutritional guidance and food standards for early years childcare providers in Scotland* (NHS Health, Scotland, 2015) we will have at least one member of staff who has a basic food hygiene certificate that is up to date.

Early warning signs of infection

Staff will inform the manager if a child has any of the following symptoms:

- appears unwell (feels hot or looks flushed);
- complains of feeling ill for example
 - continuous cough
 - sore throat
 - runny nose (depending on the mucus colour)
 - muscle aches
 - headaches
 - diarrhoea and/or vomiting
 - blood in their faeces
 - Unexplained rash

The child should be kept apart from other children and their parent/carer will be asked to collect them as soon as possible. On collection the parent/carer should be encouraged to consult their GP if the child's symptoms persist. If more than one child within the setting displays these symptoms then advice will

be sought from the local NHS Health Protection Team (HPT). (See Appendix 6 for contact information.)

Outbreaks of infection in childcare settings

We will ensure that standard infection control procedures are in force at all times. Should there be an outbreak of infection staff will be reminded of these precautions and Appendix 5 of the guidance will be followed to ensure that all necessary procedures are being implemented.

Pages 11 and 12 of the guidance offers further support and direction in the case of an outbreak and all staff should make themselves familiar with this information.

The local Health Protection Team will be informed when there is an outbreak of infection and further guidance and support sought from them. As required by law we will also inform the Care Inspectorate of the outbreak.

The procedures to be followed in the case of an outbreak will be rehearsed and tested annually to ensure all staff know what to do.

We will keep an absence record, detailing reason for absence, symptoms, date of symptoms starting, last date of attendance and expected return date. This allows Rookies to easily identify trends and/or outbreaks.