



Policy for Infection Control

Version: 2 (amended for COVID19)

Board Approval: August 2019

Date for Review: August 2021

Responsibility of: Childcare Development Manager

### **Policy Statement**

Finglas Childcare Ltd aim to ensure the safety and welfare of pre-school children while attending the service. Finglas Childcare Ltd is committed to the promotion of a healthy environment and a high standard of personal hygiene for adults and children including a high standard of hygiene in relation to nappy changing/toileting. It is the policy of our company to promote the take-up and completion of immunisation programmes.

### **Rationale**

This policy is in adherence to the Childcare Act 1991(Early Years Services) Regulations 2016, Childrens First Act 2015, the Health and Safety at Work Acts 2005 and 2010 and COVID19 Infection Prevention and Control guidance for settings providing childcare during the COVID19 pandemic.

This policy considers the needs of children, parents/families, staff and management.

### **Scope of Policy**

This Infection Control policy applies to all parents/guardians, FCL & non FCL staff, volunteers, students and Board of Management members who partake in any activities with children from our Early Years settings.

### **COVID19**

Finglas Childcare Ltd have adopted the following additional measures in response to the COVID19 pandemic.

#### **Play Pods**

To minimise the spread of infection children and staff have been assigned into groups or "play-pods". A 'play-pod' comprises a group of children and the adult(s) who remain with that group as keyworker(s) in order to limit interactions and sharing of facilities between play-pods. It is not possible to observe physical distancing when caring for a young child and it is not practical or advisable to enforce physical distancing between young children who are cared for as a group / play-pod.



In order to reduce the number of close contacts that your child and the staff will have while attending the service we will limit staff numbers in each pod, children will not mix with children from another pod and staff will only change to allow for break cover. The service will ensure that parents are met each day by a staff member working in the 'play pod' that their child is in, while adhering to social distancing between the adults. In addition to the usual communication about children, this time also allows discussion on children's health and any sign of them being unwell.

#### Drop off and Collection

We request that only one parent per family drops off and collects their child/children. Parents are requested to wash their hands and children's hands at home before coming to the service. Children's temperature should be taken each day before they come to the service as part of ensuring that children are well. We ask that parents drop and collect their children at the time allocated to them and to wait in the assigned outdoor space if there is a person already at the door dropping or collecting their child. Parents are asked not to leave equipment such as buggies, car seats, scooters at or in the premises but to bring them home. We ask parents and children to use hand sanitizer on arrival at the service and at collection times. We will limit access to the service to parents of infants and those with specific needs or in risk categories. The purpose of these dropping off and picking up of children procedures is, in as far as possible, to support social distancing and minimize the number of contacts that parents and children have with other parents and children, especially at the arrival area.

#### Enhanced COVID-19 Practices

Before returning to work all staff must complete a pre-return to work form at least three days in advance of returning to work confirming that they are fit for work. All staff have undertaken Continual Professional Development, COVID19 training that includes best hygiene practice and what to do if a child or staff member shows symptoms of COVID-19 while attending the service (children's temperature may be taken in this context). All staff attended an Induction back to work prior to creche reopening when all new policies and procedures were explained to them.

We have developed an incident plan to safely manage a situation whereby a staff member or a child becomes unwell while in the Service and may be presenting as a suspected case of COVID-19. COVID19 Lead workers and Covid19 Compliancy officers have been trained for each creche location. An isolation area and PPE is available to any staff member or child displaying possible COVID19 symptoms. All staff have been trained in recognising signs and symptoms of COVID19 and proper handwashing and coughing etiquette.

The service uses the following procedure when providing personal care to babies such as nappy changing or supporting toddlers with toileting, staff should wear disposable single use plastic aprons and non-powdered, non-permeable gloves as well as washing hands before and after use of gloves. The Service will be cleaned and ventilated between each session.

The Service will be cleaned thoroughly throughout the day at designated times. Daily Risk assessment of rooms, sanitary areas, sleep areas and outdoors has been enhanced in light of Covid-19. We will use enhanced cleaning schedules which specify the areas to be cleaned, particularly frequently touched surfaces, e.g. light switches, door handles, taps, toilet flush handles, tables

Any child who is unwell with fever, cold, influenza or infectious respiratory symptoms of any kind or displaying any symptoms of coronavirus, needs to stay at home, contact their GP and seek their guidance on referral for coronavirus testing.



Any child with symptoms of coronavirus or who tests positive should quarantine at home for 14 days and only return to the service when the symptoms have fully resolved and with a doctor's certificate stating that the child is no longer infectious. Any child who is a close contact of a person who has or is suspected to have COVID-19 should stay at home and quarantine for 14 days even though the child feels well but it is possible that they are also infected. It can take 2 – 14 days to show symptoms, so it may take up to 14 days to know if they are infected or not. They should only return to the service with a doctor's certificate to say they do not have coronavirus and are not infectious.

Parents/guardians must adhere to all public health travel restrictions that are in place e.g. quarantine for 14 days on return from non-essential travel abroad or any other travel restrictions that are put in place

Visitors or contractors will only be permitted to enter the service on essential business e.g. essential maintenance and they should be asked to make these visits outside of the usual operational hours. Where external deliveries are required, practices will be put in place to ensure that delivery staff remain outside the premises and adhere to social distancing and good infection control practices.

## **Policy & Procedure**

### **Staff**

1. Staff must always model and explain the reasons for hygiene practices:

Staff must be aware at all times that in their personal and professional hygiene practices and routines they are setting an example (modelling) for the children by;

- washing hands after using toilets
- washing hands before and after handling food - ideally disposable gloves

suitable for food preparation must be used

2. Staff must cover all cuts and sores with suitable dressings

3. When dealing with spills:

- good quality disposable gloves must always be used when cleaning up spills of body fluids (vomit, blood, urine and excrement)
- any spills of body fluids or excrement must be wiped up with disposable paper towels and hygienically disposed of in double plastic bags
- the area of the accident must be treated with a chlorine or iodine bleach based solution, diluted according to the manufacturers' instructions using disposable cloths
- a supply of clean clothing must be readily available for accidents
- a supply of polythene bags must be available to wrap soiled garments



### General Cleaning

1. Mop heads for general floor washing must be washed in the washing machine, dried and replaced daily or more frequently if required
2. All toilets, surrounding walls and wash hand basins must be cleaned and disinfected every day. Finglas Childcare Ltd have a daily and weekly cleaning routine in respect of floors, tables, playroom and toys and frequently mouthed objects.
4. Dressing up clothes/imaginative play materials must be washed regularly
5. Sand must be changed regularly and covered when not in use and the water tray must be emptied daily and as appropriate between sessions
6. Washing up must be done by dish washer or thoroughly in hot water with detergent, using rubber gloves when appropriate.
7. Cups/beakers must be washed in the dish washer.
8. Damaged delph must not be used
9. All cleaning cloths must be changed every day and between sessions, if there is more than one session. Different cleaning cloths must be used for kitchen and bathroom.
10. Any leftover food must be properly disposed of immediately.
11. Routine cleaning which may pose a safety risk must not take place when children are on the premises

### Infectious Disease Control

1. Staff will assist children in learning personal care skills such as proper hand washing, sneezing into crook of arm and blowing noses into hankies etc as age appropriate.
2. Children and adults with heavy colds or coughs must not attend the childcare service. Exclusion periods are outlined in our childcare policy
3. Any children of childcare staff who are ill must not accompany their parent/guardian/carers to work in the service
4. Children with infectious diseases (viral or bacterial) must not attend the childcare service. Information on exclusion periods is available in the childcare policy.
5. A dated notice informing all parent/guardian/carers of an infectious disease outbreak/incidence must be displayed in a prominent place and parent/guardian/carers must also be verbally informed
6. Head louse infestation is a contagious condition, and when noticed in the childcare service must be brought to the attention of all parent /guardian/carers on the day.



### Recommended Hygiene Practices

- Anti-bacterial soap and disposable paper towels are used for washing and drying hands
- Hygienic hand rub is available for staff, parents and all adult visitors
- Cleaning schedule is in place to ensure that adults and children's toilets are kept in a clean and hygienic condition at all times
- Disposable gloves are provided and must be worn during nappy changing and handling other soiled garments
- Adequate and suitable facilities for the safe and hygienic storage and disposal of soiled nappies is available
- Adequate supplies of clean bedding and spare clothes are available
- Soiled items must be stored in a suitable designated area which is not accessible to children
- Staff must treat accidents sensitively

Finglas Childcare Ltd have a nappy changing policy and a toileting policy which are available on request.

### Animals:

Staff must ensure that

1. Animals visiting the childcare service are free from disease, do not pose a health risk and are safe for children to be with.
2. The childcare service pets are disease free, do not pose a health risk, are safe for children to be with.

### Pest Control:

1. All door and window openings to the food storage and preparation rooms must be effectively screened to prevent the ingress of birds, vermin and insects.
2. Adequate proofing must be made to the structure to prevent infestations of vermin and insects.
3. A pest control company is tasked with quarterly visits.

### Training/Links with other agencies:

FCL have established links with local Public Health Clinics and has a food safety management system based on the principles of HACCP (Hazard Analysis and Critical Control Points). Fionn Ghlas EYH and the Willow Tree Creche are registered with the HSE as Food Businesses. All kitchen staff are HACCP trained.



## Finglas Childcare

### Communication Plan

All EYP, catering and cleaning staff are to be informed of the policy and procedures regarding infection control. EYPs will check with room staff that they have read and understood the policy and provide any assistance needed.

A summary of this policy will be included in the Parents/Guardians Handbook. This policy will also be included in staff team meetings training. A copy of all policies will be available during all hours of operation to EYPs and parents/guardians in the Policy Folder located at reception in the office. Parents/Guardians may receive a copy of the policy at any time upon request. Parents/Guardians and EYPs will receive notification of any updates

### Agencies Contact Details

### Definitions

I acknowledge that I had read and understand the Policy Document.

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Date: \_\_\_\_\_