



# Infection Control Policy

## 1. Statement of Purpose

### 1.1

As an Early Learning and Childcare (ELC) setting, we recognise our 'duty of care' and requirement in law to provide a safe environment for the children in our care. (As per the

[“Health and Social Care Standards’, Standard 5:\)](#)

### 1.2

We will ensure that all staff are fully trained to enable the setting to meet these requirements and follow guidance within the [Health protection in children and young people settings, including education](#) (HPCYPS) website.

Throughout this policy the term ‘*parents*’ is used to include all main caregivers.

## 2. Prevention of Spread of Infection

### 2.1

To minimise the spread of infection the ELC setting will follow standard infection control precautions (SICPs) as recommended by the NHS. 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 the ‘keeping animals on site and contact with animals’ section 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.](#) To facilitate this, parents will be requested on their child's admission to the setting to inform us of any relevant pre-existing conditions and to inform us of illnesses as they occur.

## 2.2

We will ensure that all parents have access to information regarding immunisation. The child's current immunisation status will be checked on admission and parents reminded of the benefits of the programme. [We will refer to Health protection in children and young people settings, including education guidance supporting immunisation programmes section.](#) We will use the resources within this section to inform children and young people and parents/carers about how vaccinations work, and why they are such a critical intervention to preventing certain infections.

## 2.3

Information gathered from [risk assessments](#) will be shared with all staff and with children and parents as appropriate to improve infection prevention and control practice. Staff and children with symptoms of infectious disease should not attend the ELC setting. Recommended exclusion periods can be found [here](#). This information will be shared with all parents and staff, by directing them to the [Health protection in children and young people settings, including education, managing specific infectious diseases: A to Z section of the website.](#)

## 3. Standard Infection Control Precautions (SICPs)

### 3.1

All staff will be fully trained in these procedures and training refreshed at least annually. This training will include information on how infection spreads ([as per the Preventing and controlling infections section of the guidance](#)). We will use this section of the guidance to inform staff and parents/carers by referring them to the HPCYPS website).

### 3.2(a)

SICPs are described in full [here](#) and encompass the following areas:

- **Hand hygiene** – Free resources to support hand hygiene education for ages 3 to 16 are available from within this section :'[Wash your hands of them' children's pack, National Infection Prevention and Control Manual \(NIPCM\); e-bug.eu; NHS 'how to wash your hands'](#)
- **Respiratory and cough hygiene** – Children will be supported to follow the guidance.
- **Personal protective equipment (PPE)** – This will be worn as directed within the SCIPs PPE section of the guidance.
- **Safe management of the environment** – Routine cleaning of the environment daily, including the cleaning of toys.
- **Ventilation**-prioritising natural ventilation and the use of CO2 monitors

- **Safe management of linen and soft furnishings-**  
<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/preventing-and-controlling-infections#safe-management-of-linen-and-soft-furnishings>
- **Management of waste (including sharps)** – this includes nappy waste and the disposal of sharps.
- **Safe management of blood and bodily fluid-** [Best Practice: Appendix 9 – Management of blood and body fluid spillages \(scot.nhs.uk\)](#)
- **Managing an exposure**—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. This section of SCIPs outlines the correct procedures in these circumstances.

**3.2 (b) Toileting and sanitation-** We will follow [UKHSA](#) guidance and the Care Inspectorate's [Nappy changing for early learning and childcare settings \(excluding childminders\)](#) guidance when considering nappy changing and toileting.

### 3.3 Food and kitchen hygiene

We recognise that the responsibility for food safety lies with the individual setting and SCIPs will be always followed 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, 2018) we will have at least one member of staff who has a Food Hygiene Certificate that is up to date. When preparing and storing formula or breast milk for babies the procedures within the [UKHSA](#) guidance, Specific settings and populations: additional health protection considerations-Early Years or pre-school children (ages 0-5) section will be followed and reference made to pages 20 - 27 in Setting the Table. These procedures will be displayed prominently for staff in the milk preparation area.

### 3.4 Early warning signs of infection

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

- Appears unwell (feels hot or looks flushed);
- Complains of feeling ill for example cough, sore throat, runny nose, muscle aches and headaches.
- Diarrhoea and/or vomiting.
- Blood in their faeces; or
- Unexplained rash.

The child should be kept apart from other children and their parent will be asked to collect them as soon as possible. On collection the parent should be encouraged to consult their GP if the child's symptoms persist. If more than one child within the setting displays these symptoms (known as a cluster), then advice will be sought from the local NHS Health Protection Team (HPT). [See guidance section Responding to outbreaks and incidents: When to contact your health protection team.](#)

### **3.5 Outbreaks of infection in childcare settings**

We will ensure that standard infection control procedures are always in force. Should there be an outbreak of infection, we will follow the procedures highlighted within the [Responding to outbreaks and incidents](#) section of the guidance. Staff will be reminded of these procedures within this section of the guidance and make themselves aware of them.

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 that all staff know what to do.

Settings must notify the Care Inspectorate in the event of any confirmed or suspected outbreak of an infectious disease, notifications and guidance are available through eForms. Further support and information can be found within the [Recording absence](#); [How to contact your HPT](#) and [What will my HPT do when I contact them](#) sections of the guidance.

#### **Monitoring of this Policy**

It will be the responsibility of Sophie Startin (manager) to ensure that new or temporary staff are familiar with this policy and to monitor that it is being implemented by all staff, parents, and children. This will be achieved through both formal and informal observation of staff practice, regular communications with parents and reminders to children of good hygiene habits. Additionally, all relevant infection control records and cleaning checklists will be monitored on termly basis.

#### **See also:**

Health and Safety Policy

Nappy Changing Policy

Healthy Eating Policy

Administration of Medication Policy

Responsive Care Policy

Outings Policy

#### **Find out more:**

Health protection in children and young people settings , including education:

[Health protection in children and young people settings, including education - version 1 - Health protection in children and young people settings, including education - Publications - Public Health Scotland](#)

Childsmile in Nursery and School:

<https://www.childsmile.nhs.scot/professionals/nurseries-and-schools/>

Care Inspectorate Records that all registered care services (except childminding) must keep and guidance on notification reporting:

[https://www.careinspectorate.com/images/documents/2611/Rcds%20services\(except%20cm\)%20must%20keep%20and%20guidance%20on%20notification%20reporting%20\(300420\).pdf](https://www.careinspectorate.com/images/documents/2611/Rcds%20services(except%20cm)%20must%20keep%20and%20guidance%20on%20notification%20reporting%20(300420).pdf)

Health Protection Scotland 's National Hand Hygiene Campaign - “Handy”

<http://www.nipcm.hps.scot.nhs.uk/resources/hand-hygiene-wash-your-hands-of-them/childrens-pack/>