

# Health Practices and Hygiene - Nominated Supervisor

## NQS 2.1.2 Health practices and procedures

Name of the person conducting the checklist: \_\_\_\_\_ Date: \_\_\_\_\_

### Facilities

Are change mats washable and in good condition eg no broken vinyl?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is liquid hand wash provided at every basin?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are paper/cloth towels provided? (Cloth towels must only be used by one child/person)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there a "spill kit" nearby to clean spills of urine, poo, blood, and vomit (with disposable gloves, paper towel, disposable cloths or sponge, detergent, bleach, scraper and pan)?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is garbage removed from the centre daily?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do bins that hold hazardous materials like used nappies have a tightly fitting lids and children cannot access them?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

### Display

Are toileting and nappy change procedures displayed?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are hand washing procedures displayed?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are handwashing procedures with pictures displayed for children to follow?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are children's medical management and risk minimisation plans displayed (get parents' authorisation to display in public areas)?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

### Cleaning Procedures

Are there documented cleaning schedules for different areas/items eg bathrooms, kitchens, rooms, toys, bedding, dress ups?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are the cleaning schedules signed off by the person responsible for cleaning?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are there documented cleaning procedures eg for toys, cots, rooms, change tables?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are surfaces that are/may be contaminated with urine, poo, blood, and vomit disinfected after cleaning with detergent and water?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can sponges/cloths used be easily identified because they're a specific colour eg orange for the bathroom?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are gloves used for cleaning bathrooms, toilets etc only used for that particular area?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

### Practices

Do you regularly include relevant health and hygiene issues in staff meetings?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you regularly communicate with families about health and hygiene issues eg benefits of flu vaccines and children's schedules immunisations?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you advise sick employees to stay at home?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you ensure food preparation staff understand food safety and hygiene?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you assist educators in excluding sick children from the service?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you critically reflect on medical incidents as part of continuous improvement processes?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you ensure there are documented procedures to help educators comply with Regs and ensure children's health and safety eg administration of medication procedure?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Do you regularly review the contents, location and number of first aid kits?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

## Actions required