



# Infection Prevention and Control Policy

Little Stars Childminding - infection prevention and control policy for a childminder operating from non-domestic premises in a community centre

This policy sets out the arrangements in place at Little Stars Childminding, a setting registered with a childminding agency, to prevent, reduce and manage the spread of infection to safeguard the health, safety and welfare of children, families, visitors and any adults working within the provision. It applies to all childcare sessions delivered from West Faversham Community Centre, Bysing Wood Road, Faversham, ME13 7RH, and should be read alongside the setting's safeguarding, administering medicines, health and safety, risk assessment, food hygiene, cleaning, nappy changing and exclusion procedures. The policy reflects the requirements of the Early Years Foundation Stage, childminding agency requirements, and current public health guidance relevant to early years and childcare settings in England.

## Aims

- To reduce the risk of infection spreading in the setting.
  - To maintain high standards of hygiene and cleanliness.
- To ensure children and adults who are unwell are managed safely and appropriately.
- To meet legal and safeguarding responsibilities in relation to children's health and welfare.
- To set out clear procedures for routine practice, incidents and outbreaks.

## Responsibilities

The registered childminder has overall responsibility for implementing this policy, maintaining appropriate infection prevention procedures, monitoring patterns of illness within the setting, completing and reviewing relevant risk assessments, and ensuring that any assistants, volunteers or other adults working with children are aware of and follow the required standards. Parents and carers are expected to provide accurate and up-to-date health information, keep children at home when they are unwell or infectious, arrange prompt collection where a child becomes unwell during a session, and follow exclusion guidance before the child returns. Visitors are expected to always comply with the setting's hand hygiene and infection control expectations.

## Standard Infection Prevention Procedures

### Hand Hygiene

Hands must be washed thoroughly with liquid soap and warm running water, then dried with disposable paper towels or a clean hand-drying method. Children are supported and supervised to wash their hands on arrival, before eating or handling food, after using the toilet, after nappy changing, after outdoor play, after contact with bodily fluids, after touching animals, and after coughing, sneezing or wiping noses. Adults must wash hands at the same times and before and after first aid, food preparation and medication

administration. Alcohol-based hand sanitiser may be used by adults on visibly clean hands when appropriate, but it does not replace handwashing where hands are dirty or after toileting, nappy changing or contact with bodily fluids.

### Respiratory Hygiene

The setting promotes the 'catch it, bin it, kill it' approach. Tissues are available and used for coughs and sneezes, then disposed of straight away in a lined bin. Hands are washed immediately afterwards. Rooms used within the community centre should be aired and ventilated as far as reasonably possible while maintaining children's comfort and safety.

### Cleaning and Environmental Hygiene

All areas, toys, equipment and frequently touched surfaces used by the setting must be kept clean. Tables, door handles, light switches, toilet flushes, taps, nappy changing surfaces and shared resources are cleaned regularly and immediately if contaminated. A suitable cleaning product and, where needed, disinfectant is used in line with manufacturer instructions and COSHH requirements. Body fluid spillages such as vomit, urine, blood or faeces are cleaned promptly using disposable cloths and appropriate protective equipment. Cleaning materials are stored safely out of children's reach. Because the provision operates from a community centre, the childminder will check the cleanliness and suitability of rooms, toilets, kitchen areas and shared surfaces before each session and will clean or restrict use if standards are not acceptable.

### Toys, Equipment and Shared Resources

Toys and equipment are checked, cleaned and dried regularly, and more often when heavily used or mouthed by children. Items that are difficult to clean are removed from use if they become contaminated. Sensory play materials and messy play resources are used hygienically and discarded or refreshed when necessary. Individual bedding, comfort items or spare clothes are stored to reduce cross-contamination.

### Toileting, Nappy Changing and Intimate Care

Nappy changing and intimate care are carried out in a hygienic way that preserves children's dignity and supports safeguarding. Disposable gloves and aprons are worn for nappy changing and dealing with toileting accidents or body fluids. Changing mats or surfaces are cleaned and disinfected after each use. Soiled nappies and waste are double-bagged or disposed of in a suitable lidded bin in line with community centre arrangements. Adults wash their hands after removing PPE and children's hands are washed after every nappy change or toileting routine.

### Food and Drink Hygiene

Food and drink provided in the setting must be prepared, stored and served hygienically. Hands are washed before food handling and before children eat. Surfaces and utensils are cleaned before and after use. Separate arrangements are used where needed to prevent cross-contamination, including for allergens. Food brought from home is handled safely and stored appropriately. Drinking water is available throughout the session. The childminder follows current food hygiene guidance and any community centre kitchen rules when using shared facilities.

## Managing Illness and Exclusion

Children and adults who are unwell, have a high temperature, diarrhoea, vomiting, symptoms of an infectious illness, or a rash of unknown origin must not attend the setting. Where a child becomes unwell during a session, they will be cared for appropriately, supervised away from other children as far as is reasonably possible, and parents or carers will be contacted to arrange prompt collection. The setting will follow current public health exclusion guidance on exclusion periods and return-to-setting arrangements for infectious diseases and will seek further advice where necessary. A child will only be readmitted when they are well enough to participate safely in normal activities and any recommended exclusion period has been completed.

### Common Illness Exclusion Guide

Illness or infection	What parents need to know	When children can usually come back
Diarrhoea and vomiting	Please keep your child at home while symptoms continue.	48 hours after the last episode of diarrhoea or vomiting.
Chickenpox	Please keep your child at home while the rash is infectious.	At least 5 days after the rash first appears and when all blisters have crusted over.
Scarlet fever	Please keep your child at home once diagnosed or strongly suspected until treatment has started.	24 hours after starting appropriate antibiotics.
Impetigo	Please keep your child at home while the sores are infectious.	When lesions are crusted or healed, or 48 hours after starting antibiotic treatment.
Measles	Please keep your child at home while infectious.	4 days from the start of the rash, if well enough to return.
COVID-19	Please keep your child at home if they have more than mild symptoms, such as a high temperature, or if they have a positive test result.	When they are well enough to attend and, if they have a positive test result, after 3 days from the day of the test.
Conjunctivitis	Children do not usually need to stay off if they are well enough to attend.	They can usually attend as normal unless advised otherwise.
Hand, foot and mouth disease	Children do not usually need to stay off if they are otherwise well.	They can usually attend once they are well enough to take part in normal activities.
Head lice	Children do not usually need to stay off, but treatment should start promptly when live lice are found.	They can usually attend as normal.
High temperature or flu-like illness	Please keep your child at home if they have a high temperature or are too unwell to join in.	When the temperature has settled and they are well enough to attend.
Mumps	Please keep your child at home after swelling begins.	5 days after the onset of swelling.

Scabies	Please keep your child at home until treatment has started.	After the first treatment has been completed.
Whooping cough (pertussis)	Please keep your child at home because it spreads easily and can be serious for babies.	48 hours after starting antibiotics, or 14 days from the start of coughing if no antibiotics are given.

This guide is a quick reference only. Where antibiotics are prescribed for a relevant infectious illness, children should not attend until they have been taking the antibiotics for at least 24 hours, unless different public health or medical advice applies. If a child has a diagnosed infectious disease, unusual symptoms, or there are multiple linked cases, Little Stars Childminding will follow the most recent public health exclusion guidance and seek advice from the local health protection team where necessary.

### Sickness Exclusion Policy

Little Stars Childminding asks parents and carers to keep children at home if they are unwell, infectious, have a high temperature, diarrhoea, vomiting, or a rash that has not yet been assessed. If antibiotics are prescribed for a relevant infectious illness, children should not attend until they have been taking the antibiotics for at least 24 hours, unless different medical or public health advice applies. If a child becomes unwell during the session, parents or carers must arrange prompt collection. Children should only return when they are well enough to take part in normal activities and any recommended exclusion period has ended. Where medical advice or public health guidance differs from this policy, the most cautious advice will be followed to protect children, families and staff.

### Medication and Personal Protective Equipment

Medication is administered in line with the medicines policy. Disposable gloves and aprons are used when there is a risk of contact with bodily fluids. Additional protective measures will be followed if advised by health professionals or public health teams. PPE is single use unless designed for safe re-use and is disposed of or cleaned appropriately after use.

### Outbreaks and Reporting

#### Outbreak Action Checklist

- Identify whether there are 2 or more linked cases, an unusual rise in illness, rapidly increasing absences, or a serious infection.
  - Separate and supervise any unwell child safely while waiting for collection.
  - Record names, symptoms, onset dates, rooms used and any common links.
- Increase cleaning of toilets, touch points, toys, tables and shared equipment.
  - Review handwashing, respiratory hygiene and nappy changing procedures immediately.
- Contact the local health protection team promptly for advice if there is a suspected outbreak, notifiable disease, hospital admission linked to infection, or serious concern.
  - Follow all advice given about exclusion, cleaning, communication and control measures.
  - Inform parents and carers of significant infection risks while maintaining confidentiality.

- Notify the childminding agency within required timescales if the incident is a serious childcare incident or another notifiable event.
- Review risk assessments and make temporary changes to rooms, routines or shared spaces if needed.

Where there are several linked cases of the same infectious illness, an unusual increase in absence due to illness, or any serious concern such as suspected meningitis, measles, food poisoning or another notifiable infection, the childminder will seek urgent advice from the relevant health protection team and follow all public health instructions provided. The childminding agency and any other relevant agencies will be notified where required. Parents and carers will be informed of significant infection risks in a timely and appropriate manner, while maintaining confidentiality. Additional control measures may include enhanced cleaning, temporary changes to routines, restricted use of spaces or equipment, and any further exclusion arrangements recommended by public health professionals.

### Training, Records and Monitoring

The childminder keeps appropriate records of accidents, first aid, medication, significant illnesses, parent communication and any reportable incidents. Infection control arrangements are monitored through routine checks of hygiene practices, cleaning, nappy changing, food safety and risk assessments. Any assistant or volunteer is given suitable instruction on this policy and related procedures before working with children.

### Additional Measures for a Community Centre Setting

Because care is provided from non-domestic premises shared with others at West Faversham Community Centre, Bysing Wood Road, Faversham, ME13 7RH, the childminder will complete and review risk assessments for shared entrances, toilets, kitchen access, cleaning arrangements, waste disposal and any equipment used by other groups. Areas used by the childcare provision must be checked before each session for cleanliness, access to handwashing, soap, drying materials, toilet facilities, ventilation and safe waste disposal. Any concerns about hygiene or maintenance in the building will be reported promptly to the management of West Faversham Community Centre, and children will not use areas that are unsafe or insufficiently clean.

### Body Fluid Spill Procedure

This procedure should be followed at Little Stars Childminding whenever there is a spill of blood, vomit, urine, faeces or any other body fluid to reduce the risk of infection and keep children and adults safe.

### Immediate Actions

1. Keep children and other adults away from the area until it has been cleaned and is safe to use.
2. Put on disposable gloves and a disposable apron before dealing with the spill.
3. If there is a risk of splashing, take extra precautions as appropriate and avoid direct contact with the body fluid.
4. Use disposable paper towels or disposable cloths to absorb the spill.

### Cleaning and Disinfection

1. Clean the area using disposable materials and a suitable cleaning product.
2. Disinfect the area using a product suitable for the type of contamination and surface, following the manufacturer's instructions for safe use and contact time.
3. Any reusable equipment used during cleaning must be cleaned and disinfected after use.
4. If the spill is on soft furnishings or an item that cannot be cleaned properly, remove it from use until it has been thoroughly cleaned or safely disposed of.

### Waste Disposal and Hand Hygiene

1. Place used paper towels, disposable cloths, gloves and aprons into a suitable waste bag and dispose of them in line with the setting's waste procedures.
  2. Remove PPE carefully to avoid contamination.
3. Wash hands thoroughly with liquid soap and warm running water immediately after cleaning and disposal.
4. Put on clean PPE and repeat cleaning if the area is not yet visibly clean or safe.

### Recording and Follow-Up

Any significant spill involving blood, vomit, faeces or repeated contamination should be recorded in line with the setting's procedures. If the spill is linked to a suspected infectious illness, parents or carers should be informed where appropriate and additional cleaning or exclusion measures may be required. Concerns about shared facilities within West Faversham Community Centre should also be reported promptly to the building management.

### Review

This policy will be reviewed annually, and sooner if guidance, legislation, childminding agency requirements or public health advice changes, or after any significant infection incident or outbreak.

Policy adopted on: 9 June 2026

Review date: September 2027

Signed: A.Mcpherson

# Cleaning Checklist

Little Stars Childminding

## Two-Week Cleaning Checklist

**Week 1 beginning:** \_\_\_\_\_

	Mon	Tue	Wed	Thu	Fri	Notes
Check rooms, toilets and handwashing areas are clean and stocked before children arrive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check cleaning materials and PPE are available and stored safely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wipe tables, handles and other touch points as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean and disinfect mouthed or contaminated toys.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean and disinfect the nappy changing or toilet area after each use or accident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean food preparation and eating areas before and after use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dispose of rubbish safely and store cleaning materials securely after the session.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wipe tables, handles and other frequently touched surfaces after the session.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Record any cleanliness or maintenance concerns in the community centre.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Week 2 beginning:** \_\_\_\_\_

	Mon	Tue	Wed	Thu	Fri	Notes
Check rooms, toilets and handwashing areas are clean and stocked before children arrive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Check cleaning materials and PPE are available and stored safely.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wipe tables, handles and other touch points as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean and disinfect mouthed or contaminated toys.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean and disinfect the nappy changing or toilet area after each use or accident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean food preparation and eating areas before and after use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dispose of rubbish safely and store cleaning materials securely after the session.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wipe tables, handles and other frequently touched surfaces after the session.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Record any cleanliness or maintenance concerns in the community centre.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**Completed by:** \_\_\_\_\_

Weekly or monthly: wash regularly used toys, check mats and storage, review stock and PPE, and deep clean less frequently touched surfaces.