

Cylch Meithrin/ Day Nursery cleaning procedures.

Hygiene & Health Care Procedures We will ensure that Hygiene & Health Care is adhered to at all times. The checklists below will be used to record checking and cleaning of areas within the Cylch / Nursery throughout each day/session. If the Cylch shares a building i.e. a Community hall with others communication will be undertaken with the venue and with other organisations utilising the venue to outline responsibilities for communal areas.

Toilet area

Name of person allocated for checking & cleaning toilet area during day / session														
Day	__ M	__ Tu	__ W	__ Th	__ F	Date			/			/		

Area	Yes	No	Comment	AM checks time	PM checks time	Signature
Are toilet areas displayed with hand wash signage in both staff and children's toilets?						
Are there disposable paper towels / hand dryer available and accessible working order?						
Is there toilet roll / toilet tissues accessible and fully available in each cubicle?						
Is there liquid soap / dispensers						
Is there hot & cold water						
Is there a waste paper bin available and accessible? Is the lid clean / disinfected and should be foot operated.						
Have the toilets been cleaned with disinfectant / Antibacterial spray before each session / daily? Have the toilets been flushed with lid down to minimise legionella						
Do adults have access to cleaning resources and personal protective equipment (PPE) for the toileting areas? (if required)						
Have toilet flush handles, taps, door handles been cleaned today?						
Are baby changing mats covered with blue roll paper after each use?						
Have baby changing areas been cleaned with disinfectant / Antibacterial spray before/ after each use?						

Snack and meal area

Name of person allocated for checking & cleaning food preparation during day / session														
Day	“ M	“ Tu	“ W	“ Th	“ F	Date			/			/		

Area	Yes	No	Comment	AM checks time	PM checks time	Signature
Has the food preparation area been cleaned thoroughly and ready for food preparation? Is there appropriate PPE available for food preparation? (follow guidance)						
Have fridge and freezer temperatures been checked and recorded?						
Have kitchen surfaces, chopping boards and utensils been cleaned thoroughly before and after use?						
Are disposable kitchen towels available and used for wiping worktops and chopping boards?						
Have the children’s tables/ High Chairs been cleaned before each meal / snack, using antibacterial cleaning resources?						
Have the children’s tables/ High Chairs been cleaned after each meal / snack, effectively using antibacterial cleaning resources?						
Are kitchen cloths & Mop/Mop heads washed and disinfected at the end of each session and left to dry before using them again?						
Have the children and staff washed their hands before and after meal/ snack time?						
Have all waste foods been disposed of appropriately at the end of each meal / snack / session?						

General cleaning daily

Name of person allocated for checking & general daily cleaning during the day / session													
Day	“ M	“ Tu	“ W	“ Th	“ F	Date			/			/	

Area	Yes	No	Comment	AM checks time	PM checks time	Signature
Have all floors been swept and where possible mopped before the start of each session?						
Carpets are cleaned with a vacuum cleaner daily and steam cleaned on a regular basis						
Have handles of doors, light switches and setting phones been cleaned to avoid cross contamination between these areas?						
Has large play equipment been cleaned? Play structures /apparatus in outside area (to avoid cross contamination)						
Has the toilet area had a full clean with taps, basins, toilets, floors all disinfected and /or antibacterial agents used?						
Have Mops/Mop Heads been cleaned and disinfected, then allowed to dry to prevent germs harbouring? Do the mop heads need replacing?						
Has all waste and bins been emptied in the correct manner at the end of the session?						

General / resources cleaning

Name of person allocated for checking & general daily cleaning during the day / session														
Day	☐ M	☐ Tu	☐ W	☐ Th	☐ F	Date	☐	☐	/	☐	☐	/	☐	☐

Area	Yes	No	Method of cleaning	Signature
Fabric items such as soft toys, cushions, dressing up clothes, dolls with soft bodies, dolls clothes etc			Follow manufacturer's instructions for hand or machine-washing materials. Ensure these are washed on the most effective method for killing bacteria. If you cannot adhere to these methods of cleaning, please remove them from the Cylch/ Nursery	
Plastic toys, construction lego, loose parts, garden apparatus, role play areas			Using antibacterial cleaning agents safely in line with manufacturer's directions for use. Ensure this is used to prevent the spread of bacteria within the setting. Clean within a bowl or wipe with a cloth to reduce bacteria or virus spreading germs.	
Board games with loose pieces			Wipe over any surfaces that can be wiped within the board game, using antibacterial cleaning agents. Ensure that each piece is cleaned and dried out before returning to storage.	
Books			If books are wipeable use and antibacterial cleaning agent. Store books in a dry space to avoid becoming damp	
Bikes, Scooters, Tricycles, Prams/pushchairs			Ensure an antibacterial / disinfectant agent is used to clean handles, and areas of the play equipment to avoid cross contamination.	

Refer to:

Welsh Government Guidance <https://llyw.cymru/diogelu-staff-phlant-rhag-y-coronafeirws-mewn-gofal-plant>

Infection, Prevention and control toolkit Public Health Wales Teclyn atal heintiau lechyd Cyhoeddus Cymru 2019 <https://phw.nhs.wales/services-and-teams/harp/infection-prevention-and-control/guidance/all-wales-infection-prevention-and-control-audit-tool-for-childcare-amp-educational-settings-v1-october-2019-english/>

Mudiad Meithrin Policy- Preparing to reopen your Cylch Meithrin

Mudiad Meithrin Risk Assessments.