



ACT
Government
Education

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Procedure: Ensuring the Cleanliness of Preschool Equipment

Preschool staff have a duty of care to ensure preschool equipment and facilities are hygienic and fit for use by staff and children. While there is no set timetable for washing particular pieces of equipment, the following process has been designed to minimise contamination and cross-contamination of all types of equipment. This process works on the premise no equipment will be returned to a storeroom or removed from the preschool room without first being cleaned. Consequently, all equipment in storerooms is considered to be clean and ready for use at any time.

Any piece of equipment that has been put into a child's mouth or contaminated with bodily fluids (such as nasal discharge, vomit, urine) must immediately be removed and washed. If there is an outbreak of an infectious condition, all equipment that could have been accessed by the infected child or staff member must be washed before being returned to the preschool room.

The attached proforma is to be completed as equipment is washed. There is no requirement to wash equipment that has not been used as only clean equipment is returned to storerooms. The intent of the proforma is to record the cleaning of equipment as it is returned to storerooms or cleaned due to an outbreak of an infectious condition.

All equipment that has been returned to the storerooms must be either wiped with disinfectant solution or sprayed with Glen 20.

Surfaces

Cleaning of surfaces which are used or touched frequently such as tables, benchtops, taps are to be cleaned with a sanitizing solution regularly. Cleaning cloths are colour-coded for each area and are washed and/or replaced regularly:

- Chux: dishes
- Pink: kitchen surfaces and cleaning
- Blue: craft
- Yellow: floor
- Green: equipment

Single use cleaning materials such as paper towel are to be used for cleaning bodily fluids and toilets. Gloves should be worn and disposal is by bagging and placing directly in the large external green bin. The area will be cleaned with hot soapy water and disinfectant.

Sandpit

The sandpit is to be covered at the end of each day and checked each morning for contamination eg. from cats. Should the sand become contaminated by blood or other bodily fluids or faeces the affected sand will be removed and disposed of before disinfecting the remaining sand by raking salt over the sand surrounding the contaminated area.

The sandpit will be raked twice a week and renewed regularly.

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