



## YMCA WA HANDWASHING PROCEDURE

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YMCA WA is officially accredited as a Child Safe Organisation

**DOCUMENT CONTROL**

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## **1.0 PURPOSE**

The YMCA WA has a duty of care to provide all persons with a safe and healthy environment. The YMCA WA has the responsibility to ensure the service has in place policies and procedures in relation to infectious diseases.

## **2.0 SCOPE**

This Policy applies to educators, regular visitors, service staff, educator’s family members, students, parents, children (including visiting children) and volunteers.

## **3.0 ROLES AND RESPONSIBILITIES**

<b>Role Title</b>	<b>Responsibilities</b>

## **4.0 RELATED LEGISLATION AND STANDARDS**

<b>Legislation/Standard</b>
Education and Care Services National Law (WA) Act 2012
Education and Care Services National Regulations, 2012
National Quality Standards

## **5.0 SUPPORTING PROCEDURES, POLICIES AND OTHER DOCUMENTS**

Refer to the YConnect page for the current link to related documents listed below.

<b>Document ID</b>	<b>Document Title</b>
	YMCA WA Incident Report form
	Staying Healthy in Childcare
	Communicable Diseases booklet

## **6.0 STEPS**

The YMCA WA will ensure that the service has in place policies and procedures in relation to health including matters relating to dealing with infectious diseases.

1. Procedures to minimise the risk of cross infection are to be in line with the recommendations outlined in the current Staying Healthy in Childcare and Communicable Diseases Guidelines.
2. Educators will display the hand washing procedure.
3. **Hand Washing procedures are an integral part of the family day care educator’s daily routine. The family day care educator will maintain universal hygiene practices at all times.**
4. It is recommended that children wash hands
  - Prior to preparing foods.
  - Before and after meals and snacks.
  - Before and after changing nappies and toileting.
  - After handling of animals.
  - After wiping nose.
5. It is recommended that educators wash hands
  - Prior to preparing foods.
  - Before and after meals and snacks.
  - Before and after changing nappies.
  - Before and after administering first aid and medication.
  - After handling of animals.
  - After coming in from outdoor play.
  - After wiping nose secretions.
  - After coming in contact with blood and bodily fluids.

## 7.0 FEEDBACK

Feedback on this procedure must be directed to the Document Owner outlined in the cover of this procedure.

**The Document Owner is responsible for maintaining the currency of this document.**

## 8.0 DEFINITION OF TERMS

Term	Definition