

HOME-BASED CHILD CARE SANITARY PRACTICES POLICY

WEST NIPISSING CHILD CARE CORPORATION

POLICY

Purpose

One of the most important steps in reducing the spread of common infectious diseases or conditions among children in child care settings is the cleaning and sanitizing or disinfecting of the objects and of any surfaces a child comes into contact with. Regulations in the Child Care and Early Years Act (137/15, article 33) require that all caregivers of home-based child care practice good health and sanitary practices.

In accordance with these Regulations, the following guidelines are in place and must be followed by all of our home-based child care providers.

Administrative Guidelines

1. Sewers and Water

- Where municipal water and sewer services are not available, proof of well water potability is required:
 - Well water shall be tested twice a year (spring and fall). If contamination is found; the water shall be tested once a month until further notice. Water testing must be done every 3 to 6 months when the test results are acceptable.
 - The septic system must be approved.

2. Smoking/vaping

- Providers must refrain from smoking/vaping when children are around, and during food preparation.

3. Temperature

- At least a 20°C room temperature should be maintained.

4. Ventilation

- Good ventilation is necessary; the windows must be in good repair, openable, and have a screen.

5. Outside sandbox

- Outdoor sandboxes should have a lid to close them when they are not in use or should be located within a fenced enclosure to ensure that animals do not have access to them.

6. Sanitizing toys

- **Procedures:**

- wash vigorously in water with detergent;
- rinse in warm water;
- wipe or spray with a mixture of ¼ cup (59 ml) of bleach in one gallon (3.785 l) of water;
- rinse with clear water;
- air dry or by the sun.

7. Food Preparation and Handling

To protect all children against illnesses related to food such as "Salmonella", safety rules must be followed when preparing food:

- Perishable foods must be kept at 40°F (5°C) temperature or less, or 140°F (60°C) or over.
- The food preparation workstation must be cleaned and disinfected regularly.
- Pots, dishes, and utensils used in the food preparation must be cleaned and disinfected regularly.
- Refrigerated foods must be covered.
- A fridge thermometer is recommended to ensure the fridge remains at 40°F (5°C) or less.
- It is recommended that garbage is placed in a garbage bin with a plastic bag and lid.
- The food preparation area and other areas must have adequate lighting.
- Food supplied by the parent must be labelled with the child's name and refrigerated if necessary.
- Liquid soap and paper towels must be available in the kitchen. The persons in charge of food preparation must always wash their hands before starting and again after an interruption (if other objects have been handled).

8. Food for young children that is supplied by the parent

- Infant formula and food supplied by the parent must be refrigerated until used.
- All bottles, nipples and covers shall be rinsed after use.
- Before and after every feeding, wash hands properly. It is recommended to use liquid soap and paper towels.
- All infant formulas and food supplied by the parent must be labelled with the child's name.

9. Diaper changing

- Providers must use the diapers supplied by the parent.
- Young children must never be changed in the playpen or crib that is used to sleep in. They should be changed on a table, by a sink, or on a towel on the floor. If a basin is used, it must be disinfected after each use.

- Every child must have his/her own change pad. If no change pad is available, the surface shall be disinfected after every use.
- Use a different washcloth/paper towel for diaper changing and face washing.
- Use a different washcloth/paper towel to wash individual young children's faces.
- Use a different towel to dry individual young children's faces.
- Hand washing shall be done before and after every diaper change. Liquid soap and paper towels are recommended.
- Soiled diapers shall be placed in a plastic bag and then put in the garbage can.
- A garbage can with a cover is to be used for the disposal of soiled diapers. A garbage bag is to be placed in this garbage can. Garbage must be emptied daily.
- If cotton diapers are being used the container shall have a cover and a disinfection solution must be used. Dirty diapers shall be returned to the parent in a plastic bag.

10. Equipment up-keep

- Highchairs, tables, and floors must be cleaned after each meal.
- All toys, especially those that children put in their mouths, must be cleaned & disinfected daily.
- Booster seats must be cleaned and disinfected after each use.
- All other equipment must be disinfected on regular basis (once a week).

11. Hand washing for children and adults

- All adults involved in caring for children in a home-based child care setting shall wash their hands before and after each meal, after washroom routines and after cleaning their and/or a child's nose.
- For each young child or infant, providers shall use a separate face cloth or paper towel with liquid soap and water, then dry with a paper towel or an individual towel. Older children can wash their hands under running water and using soap, then dry them with a paper towel or an individual towel.

12. Rest time

- A separate and clean cot or mat must be used for each child.
- Infants and toddlers sleep in cribs or playpens.
- The rest area must be appropriately ventilated.
- Each child must have his/her own bedding.

13. Animals

- Animals should be bought at a retailer and kept out of the reach of children for up to two (2) weeks after their initial purchase.
- Commercial pet food should be used as it has been treated not to transmit any illnesses.
- Turtles are not allowed to be kept as pets, because they are frequently infected with "Salmonella".
- Cats and dogs must be immunized against rabies and have an annual examination.
- All children and providers must wash their hands after touching any animal.
- All cages, aquariums, etc... must be kept clean.
- All aquariums must have a cover. Birdcages must have protective enclosures to ensure nothing falls out and to discourage children from putting their hands in the cage.

14. Children's personal Item

- The provider shall offer each child:
 - a facecloth,
 - a towel or paper towel,
 - sheets and blankets for sleep time.
- All children in care shall bring the following personally identified items:
 - a blanket,
 - a favourite toy for sleep time,
 - spare clothes,
 - food for children with allergies,
 - appropriate baby items and food.

I _____, (employee, provider, student, volunteer) understand and support the West Nipissing Child Care Corporation's *Sanitary Practices Policy*.

Signature: _____ Date: _____