



Cleaning Policy **including Covid-19**

Review date: August 2019

Date for review: **Ongoing during Covid-19 pandemic**

August 2021

Changes highlighted in Red have been made in response to the Covid-19 pandemic to prevent any further spread of the virus in the setting.

Action	Role
The Nursery use contract cleaners to clean the nursery buildings.	Owner
Contract cleaners will deep clean the nursery before all children attend the setting and will continue to undertake the cleaning of the building 5 times per week. They provide trained personal to undertake this job.	Contractors
Cleaners work to the job description set out by Rainbow and work in accordance with a cleaning schedule devised between Contractors and Rainbow.	Manager
The day to day cleanliness and hygiene of each area is the responsibility of all the Room leaders. Room leaders must report to managers if the Contractor cleaners are not being thorough in any area of the nursery.	Managers
If the staff notice that a specific area needs attention. Staff will communicate this to the nursery manager who will report the issues to the Contract cleaning company.	All staff
Cleaning of all the children's rooms before and after activities is the undertaken by all staff members. Cleanliness and safety of the area is paramount. Staff to be thorough in cleaning in the children's rooms after every activity session using ULTRA AX	All Staff
The Nursery building is checked by using the risk assessment at the beginning of the day prior to the arrival of the children by the manager or person in charge to assess its suitability for safe use	Manager
The Nursery Owner/Nursery Manager reviews the contract with the Cleaning Company on an annual basis to maintain high standard of cleanliness.	Owner/Manager

It is the responsibility of room leaders that all staff undertake the cleaning of all the toys, furnishings and all children's equipment daily/weekly as directed by the National guidelines to COVID-19 order to ensure the health and safety of the children. Remove any items that CANNOT be easily cleaned.	Room leaders/ Staff members
Staff must wear disposable gloves and aprons when entering the bathrooms. Staff to clean toilets and changing areas after every change or toileting with Ultra AX.	Staff members
In cleaning storage areas and by sinks a cleaning code poster details correct colour cloths and mops for specific areas within the nursery, Staff and contract cleaners are to adhere to this	Staff members/ Contract cleaners
In the light of the COVID-19 and an outbreak of child illness staff are to continue to heighten their cleaning routine within the rooms. And use Ultra AX in all high traffic areas such as toilets and their surroundings, bin lids, door handles, tabletops and light switches etc.	All staff
We provide a toilet cleaner for the toilets. Midday and every night after children have left staff to run bleach round all the toilets. Cleaners also to use toilet cleaner in the toilets.	All staff
If there has been a case of diarrhoea, staff to clean the toilet with bleach, ensuring no other child is near while in use.	All staff
Storage of bleach and Ultra AX must be kept well away from children and ensure it is clearly labeled, and closed properly as you would all cleaning materials	All staff
General waste to be emptied twice daily. General waste and sanitary waste must be securely tied before placing in the correct outside bins.	All staff
The nursery has laundry facilities and there is a Rota system to ensure that all the children's bedding and other materials is washed weekly at the end of their week and kept in individual bags or washed more daily if needed.	All staff
The cleaning and hygiene of surfaces, cupboards, equipment and utensils in the kitchen is the responsibility of the cook. And any staff who use the area in their absence must keep it clean and tidy.	All staff
Staff NOT to wear their uniforms to and from nursery when traveling on public transport, we expect staff to wash their uniform clothing daily.	All Staff

Staff to wash their hands with soap and water after dealing with any nappy changes, toileting, nose wiping, before and after food times or any other given reason to avoid the spread of COVID-19.	All Staff
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New cleaning product to use from 1st June due to COVID-19

Ultra AX, Virucidal/Bactericidal Disinfectant

Virucidal activity against all enveloped viruses (including Coronavirus, Influenza virus).

[Linked to other Covid-19 Policies](#)