

Y Whittlesea Hygiene Policy

1. Purpose

Our service is committed to maintaining high standards of health and hygiene to protect the wellbeing of children, staff, families, and visitors, and to reduce the risk of illness and infection within our centres.

2. Scope:

This policy applies to all educators, staff, students, volunteers, families, and visitors within our Early Years Services.

2. Policy Statement

We recognise that early childhood education and care settings can pose a high risk for the spread of infectious diseases due to close contact, developing immune systems, and shared environments.

Therefore, we will:

- Promote and model positive health and hygiene practices.
- Implement effective hygiene procedures to minimise the spread of illness.
- Educate children about personal hygiene and healthy habits.
- Comply with the Education and Care Services National Law and Regulations, Staying Healthy guidelines, and local Public Health Unit advice.
- Maintain a clean, hygienic, and safe environment at all times.
- Ensure exclusion guidelines are followed to protect the health of all children and staff.

3. Principles

This policy is based on the following principles:

- Children have the right to a healthy environment.
- Hygiene practices must be embedded into daily routines and curriculum.
- Staff are responsible for maintaining high standards of hygiene and cleanliness.
- Families are partners in supporting the health and hygiene of their children.

4. Commitment

Our services commit to:

- Providing ongoing training to staff on health and hygiene practices.
- Ensuring clear procedures are in place for handwashing, cleaning, toileting, nappy changing, and food safety.
- Regularly reviewing and updating procedures to reflect best practice and legislative requirements.
- Maintaining cleaning schedules to ensure a consistently hygienic environment.
- Encouraging and supporting children to develop lifelong healthy habits.
- Communicating with families about health and hygiene expectations, exclusion requirements, and illness management.

5. Roles and Responsibilities

Approved Provider/Nominated Supervisor:

- Ensure this policy is implemented, monitored, and reviewed.
- Provide training and resources to support staff understanding and implementation.

Educators and Staff:

- Follow all health and hygiene procedures consistently.
- Model and teach hygiene practices to children.
- Maintain cleanliness and hygiene standards in all areas of the service.
- Monitor children for signs of illness and respond promptly as per procedure.

Families:

- Support the service's health and hygiene requirements, including exclusion for illness.
- Practise good hygiene at home to reduce the spread of illness.

6. Related Policies and Documents

- Health and Hygiene Procedure
- Infection Control Policy
- Incident, Injury, Trauma, and Illness Policy
- Nappy Change and Toileting Procedure
- Food Safety Policy
- [Staying Healthy in Childcare \(6th edition\)](#)

7. Legislative and Industry Requirements: [Link](#) to Legislative Compliance Register

8. Consequences of breaching this policy: All elements of this policy must be adhered to, and any breach will be dealt with in accordance with the [YMCA Whittlesea Disciplinary and Termination Policy](#).

9. Policy owner: The GM Early Years is responsible for keeping this policy current - including making amendments as required, and regular reviews as scheduled.

10. Document Control: Review of this policy will be undertaken every two years, or prior as required by law, in consultation with appropriate Y People.

Version:	Description of Amendment	Amended by	Date	Release Date
3.0				
2.0				
1.0	Created from general procedures	Rebecca Davis	4/7/25	July 2025