



Sterilising Water Bottles and Toys Policy and Procedure

Updated September 2024

At Briar Dene Childcare, the health and safety of all children in our care is our top priority. This includes ensuring that the toys and water bottles used by children are clean, safe, and free from harmful germs or bacteria. This policy and procedure outline the steps to be followed for sterilising toys and water bottles to prevent the spread of illness and maintain a hygienic environment.

The purpose of this policy is to:

- Ensure that all toys and water bottles used in the nursery are sanitised regularly to reduce the risk of cross-contamination and the spread of infections.
- Provide clear guidelines for staff on the sterilisation and cleaning of toys and water bottles.
- Promote good hygiene practices among staff and children.

This policy applies to all toys and water bottles used by children in the nursery. It covers:

- The cleaning and sterilisation procedures for toys.
- The cleaning and sterilisation procedures for water bottles.
- The frequency and responsibility for carrying out these procedures.

Sterilising Toys Procedure:

Cleaning and Sterilising Toys

- **Non-porous Toys (e.g., plastic, wooden toys):**
 - All non-porous toys must be wiped down daily with a clean, damp cloth.
 - Toys that have been placed in children's mouths, are visibly dirty, or are used in sensory play (e.g., play dough, sand) must be cleaned and sterilised immediately after use.
 - To sterilise, toys should be soaked in a disinfectant solution appropriate for use on children's toys, or wiped down with a disinfectant wipe that is non-toxic and safe for children.
 - After sterilising, toys should be rinsed with clean water, if necessary, to remove any residue from the disinfectant solution.
- **Porous Toys (e.g., soft toys, fabric items):**
 - Soft toys and fabric items should be washed according to the manufacturer's guidelines, which may include machine washing or hand washing with hot water and mild detergent.
 - These toys should be cleaned at least once a week or more frequently if they are heavily soiled or have been in contact with bodily fluids.

- After washing, soft toys should be thoroughly dried to ensure that they do not retain moisture, which could promote the growth of mold or bacteria.

Frequency of Cleaning and Sterilising Toys

- High-contact toys (e.g., those used by infants or toddlers, those that are placed in children's mouths) should be cleaned and sterilised at least once per day and immediately after use if necessary.
- All toys in the nursery should be cleaned and sterilised at the end of each week, or sooner if they are visibly soiled or if there has been an outbreak of illness.

Storage of Clean Toys

- Once cleaned and sterilised, toys should be stored in a clean and dry area to prevent contamination.
- Toys should be stored separately to avoid mixing clean and dirty toys, ensuring that sterilised toys remain hygienic until the next use.

Sterilising Water Bottles Procedure:

Cleaning and Sterilising Water Bottles

- **Daily Cleaning:**
 - All children's water bottles must be cleaned daily.
 - Water bottles should be emptied, rinsed thoroughly, and cleaned using hot, soapy water. This includes the bottle itself, the lid, and any straws or drinking spouts.
 - Staff should check that no residue remains inside the water bottles and that the lids are free from food particles, mold, or any trapped moisture.
- **Sterilising:**
 - Water bottles should be sterilised at least once per week, or sooner if the bottle has been exposed to any contaminants or used for beverages other than water.
 - Water bottles can be sterilised by either using a steriliser specifically designed for bottles (e.g., steam steriliser) or by soaking the bottles in a sterilising solution that is safe for use with children's items.
 - After sterilising, bottles should be thoroughly rinsed to remove any traces of sterilising solution.

Frequency of Cleaning and Sterilising Water Bottles

- Water bottles used by children should be cleaned and sterilised at least once a day.
- If a child uses a water bottle that has been exposed to bodily fluids or if the child has been ill, the bottle should be cleaned and sterilised immediately.

Storage of Clean Water Bottles

- Clean and sterilised water bottles should be stored in a clean, dry area. If possible, each child should have a designated space for their water bottle to avoid contamination from other children's bottles.
- Water bottles should be kept upright to prevent leakage or contamination from external surfaces.

Staff Responsibilities:

- **Nursery Staff:**
 - All nursery staff members are responsible for ensuring that toys and water bottles are cleaned and sterilised according to this policy.
 - Staff will follow the cleaning and sterilisation procedures outlined in this document and ensure that toys and water bottles are cleaned regularly throughout the day.
 - Any damaged or worn-out toys or bottles will be immediately removed from use and replaced with clean, safe alternatives.
 - Staff will monitor children to ensure that they are using water bottles safely and hygienically (e.g., not sharing bottles).
- **Nursery Manager:**
 - The Nursery Manager is responsible for ensuring that staff are trained on the correct cleaning and sterilising procedures for toys and water bottles.
 - The Nursery Manager will also ensure that the necessary cleaning supplies (e.g., disinfectant wipes, sterilising solutions, sterilisers) are available and accessible for use by staff.
 - The manager will regularly review cleaning and sterilising practices to ensure that they meet hygiene standards.

Hygiene Standards:

- **Personal Hygiene:** All staff involved in cleaning and sterilising toys and water bottles must follow strict hygiene practices, including washing their hands before and after handling toys and water bottles, wearing gloves when cleaning, and using clean cloths or disposable wipes.
- **Child Hygiene:** Children should be reminded to wash their hands before using toys or drinking from their water bottles. Staff will assist younger children with proper handwashing techniques.

Cleaning Supplies:

- All cleaning and sterilising solutions used will be non-toxic, child-safe, and suitable for the materials being cleaned (e.g., toys, bottles).
- The cleaning products used will be checked to ensure they meet the required health and safety standards, and staff will follow the manufacturer's instructions for use.

By following these procedures for sterilising toys and water bottles, Briar Dene Childcare ensures that we are maintaining a safe, hygienic environment for all children. Regular cleaning and sterilisation help to prevent the spread of germs and illnesses, contributing to the overall health and well-being of the children in our care.

Review of Policy:

This policy will be reviewed annually (September 2025), or as needed, to ensure that it remains relevant and effective in meeting the evolving needs of the children, families, and staff within the nursery.

Name:	Position:	Signed:	Date:
David Birkbeck	Owner		
Kayleigh Tydd	Director		
Greg Bamber	Nominated Individual		
Zoe Tydd	Manager & DSL		
Abbie Lloyd	Deputy Manager		
Jade Radcliffe	Second Deputy Manager		
Pamela Lear	Practitioner		
Diane Jones	Practitioner		
Emily Gautrey	Practitioner		