Minimising the Use of Potentially Dangerous Substances Policy

The Peter Toms Early Learning Centre aims to use as few dangerous substances as possible while still maintaining the highest possible levels of cleanliness.

Procedure

Detergents (Green Choice detergent) will be used to help remove dirt from surfaces. Colour-coded sponges will be used in order to not cross-contaminate areas. Before returning to the children, staff will wash and dry hands.

Disinfectants

Disinfectants are usually unnecessary as very few germs can survive exposure to fresh air and natural light. In an outbreak situation, public health units may specify the use of a particular disinfectant. In this situation, for the disinfectant to work effectively, there still needs to be thorough cleaning using a detergent beforehand.

There is no ideal disinfectant.

Disinfectants cannot kill germs if the surface is not clean. It is more important to ensure surfaces have been cleaned with detergent and warm water than to use a disinfectant.

To kill germs, any disinfectant needs:

- A clean surface to be able to get to the germ.
- To be able to act against those particular germs.
- To be of the right concentrate on.
- Enough time to kill the germs, this is at least 10 minutes.

Even when all of these conditions are met a disinfectant will not kill all the germs present.

Cleaning Procedures using detergent

Proper cleaning with detergent and warm water, drying and airing time kills most germs from surfaces as they are unable to multiply in a clean environment. Cleaning equipment will be stored and taken care of so it can dry between uses and not multiply germs itself.
# CLEANING SCHEDULE

<table>
<thead>
<tr>
<th></th>
<th>Wash DAILY plus when visibly soiled</th>
<th>Wash WEEKLY plus When visibly soiled</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bathrooms.</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Wash tap handles, toilet seats, toilet handles and door knobs. Check the bathroom during the day and clean if obviously soiled.</td>
<td>✓ At lunch time and afternoon toileting times and when visibly soiled.</td>
<td></td>
</tr>
<tr>
<td><strong>Toys and objects put in the mouth</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>Surfaces</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>the children have frequent contact with, for example, bench tops, taps, cots and tables.</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>Mattress covers and linen</strong></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td><strong>Door knobs</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>Floors.</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>Low shelves.</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td><strong>Lockers</strong></td>
<td>✓ When visibly soiled and at the end of Term.</td>
<td>✓</td>
</tr>
<tr>
<td><strong>Other surfaces</strong></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>often touched by children, such as window sills, ledges, lockers etc.</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
Special areas for Cleaning - nappy change area

The nappy change area is cleaned after each use with detergent and warm water. The area is then dried with a clean paper towel before the next use. If faecal matter spills onto the area, paper towel is used to remove this matter. When possible, the change mat is washed with warm water and left to dry in fresh air and sun if possible.

Clothing

Staff clothing is washed daily. Staff should also have a change of clothes available in case of accidents. Dress-ups and play clothes are washed after use or when required.

Legislative Requirements

**Federal**
- Australian Dangerous Goods Code
- Australian Workplace Safety Standards Act 2005
- Australian Workplace Safety Standards Regulations 2005
- Poisons and Therapeutic Goods Act 1996

**Victoria**
- Occupational Health and Safety Act 2004
- Public Health and Wellbeing Act 2008
- Dangerous Goods (Storage and Handling) Regulations 2000
- Occupational Health and Safety (Hazardous Substances) Regulations 1999

Source

Review
Review will be conducted by:
- The Peter Toms Early Learning Centre staff
- Families

Policy date created: 14th July 2012