

Procedure

Children's Equipment and Toy Cleaning

Loxton Preschool Centre aims to develop a safe, healthy and caring environment for both children and adults which complies with all government regulations and both local and departmental policies.

Cleaning toys and manipulative equipment that children use effectively is important to reduce the spread of disease/infection.

Toys and manipulative equipment will be washed regularly.

Toys and equipment will be selected for the ease of cleaning. The sharing of toys will be closely monitored to reduce the spread of infection.

If educators observe a child placing a toy in their mouth, sneezing on a toy or if the toy has been used by a child who is unwell, they are required to remove the toy for washing. An 'Equipment to be Washed' box is located on the bench in the Art Preparation Area. Toys are placed in this box during the day.

Toys are not to be taken into the nappy change area / toilets. If this does occur the toy needs to be placed in the 'Equipment to be Washed' box.

Cleaning Methods:

Wash toys in warm water and detergent, rinse them well and air dry or dry by sunlight.

Cloth toys and books may be washed in a laundry bag in a washing machine and dried by sunlight. As the preschool doesn't have washing machine facilities at the Centre, this task is completed at home by either staff or volunteer parents.

Books will be inspected for visible dirt. They can be cleaned by wiping with a cloth using warm water and detergent, and allowing to dry. Keep damp or wet books out of use until they are dry.

Equipment and toys can be sprayed with disinfectant (eg Kildet) if required and allowed to air dry.

Record in Cleaning Record book.

Cleaning Schedule

Children's Equipment and Toy Cleaning Procedure v3.0 January 2024

Issue Number 2	Issue Date: 30/07/2019	Review Date: 29/06/2023	Reviewed 29/06/2021
Issue Number 3	Issue Date: 25/01/2024	Review Date: 28/11/2026	Reviewed 28/11/2023

Item	Cleaning Schedule
Home Corner Furniture, Book Shelf, Puzzle shelf	<ul style="list-style-type: none"> Wipe over with warm water and detergent and air dry weekly
Home Corner Items, eg crockery, cutlery, food	<ul style="list-style-type: none"> Wash with warm water and detergent and air dry weekly
Plastic toys	<ul style="list-style-type: none"> Wash in warm water and detergent weekly when used
Plastic Construction Sets	<ul style="list-style-type: none"> Wash in warm water and detergent and air dry as required depending upon usage (at least once per year)
Other Construction Sets, Manipulative Equipment	<ul style="list-style-type: none"> Either wipe over with warm water and detergent or spray with disinfectant and air dry
Puzzles	<ul style="list-style-type: none"> Wipe with warm water and detergent and air dry on puzzle rotation (i.e. before being stored)
Larger plastic items	<ul style="list-style-type: none"> Wipe over with warm water and detergent and air dry before storage
Books	<ul style="list-style-type: none"> Wipe over with warm water and detergent as required, air dry before being stored
Tables, Student Chairs	<ul style="list-style-type: none"> Wipe over with warm water and detergent daily

References:

Staying Healthy - Preventing infectious diseases in early childhood education and care services, 5th edition, 2013 www.nhmrc.gov.au