

Tri-County Community Council, Inc.
Head Start/ Early Head Start

Part: 1302 Program Operations

Subpart: D-Health Program Services

Section: 1302.47 Safety Practices

Subject: Infection Control

Policy:

Head Start/Early Head Start will maintain a safe environment for the children.

Procedure:

1. All children, staff and volunteers will wash their hands before eating.
2. All children, staff and volunteers will wash their hands after using the bathroom.
3. All children will wash their hands after playing in the sand and water areas.
4. Home visitors will sanitize their hands upon arrival at each home-based residence.
5. Home visitors will carry latex (sterile) gloves for diaper changes.
6. Anyone entering a classroom where infant/toddlers are still in the crawling stage will put on the shoe coverings provided by Early Head Start before entering the room. Classroom staff will either wear shoe coverings or have a pair of shoes at the site to wear only in the classroom. Staff must always wear shoes in case of an emergency/evacuation.
7. Tables and chairs will be cleaned and sanitized daily.
8. Floors will be cleaned and sanitized daily.
9. Bathrooms will be cleaned and sanitized daily.
10. Everyone working in the kitchen must wash his or her hands before beginning food preparation.
11. Everyone serving food will wear gloves and change their gloves after each job is completed.
12. All food and beverages stored in the refrigerator will be in a covered container and labeled with the date it was placed in refrigerator.
13. The refrigerator and freezer temperatures will be checked and recorded daily to ensure food is kept at a safe temperature.

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14. If two (2) or more cases of a communicable disease presents themselves, the local health department and parents will be notified either by phone call or posting at the individual site.