



EYFS Cleaning and Hygiene Policy and Procedures

Maintenance procedures to ensure cleanliness and hygiene of EYFS classrooms, equipment and resources.

The Head undertakes a formal annual review of this policy for the purpose of monitoring and of the efficiency with which the related duties have been discharged, by no later than one year from the date shown below, or earlier if significant changes to the systems and arrangements take place, or if legislation, regulatory requirements or best practice guidelines so require.

Signed: Dr Pamela Edmonds (Head)

Date reviewed: July 2026

Date of next review: July 2027

The classroom, equipment and teaching resources are checked at the beginning of every day by members of staff to prevent the spread of infection and to maintain the cleanliness of the premises so that children can play and learn in a clean and safe environment. These are logged daily in the 'EYFS H&S Checklist'. Any issues are reported to the Health and Safety Officer.

Cleaning duties take place at the beginning and the end of the day so that staff to pupil ratios remain unaffected, thereby ensuring that the children's activities are uninterrupted by cleaning requirements.

| Item | Procedure |
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| Classroom including floors, carpets and mats | Cleaner carries out cleaning jobs in the school at the end of every day. |
| Tables and chairs | Cleaned at the beginning and end of day and before and after snack time. Cleaned after any 'messy craft' activities, including paint and PVA glue. |
| Toilet and washbasin facilities | Cleaner carries out cleaning jobs in the school at the end of every day. Staff use disposable gloves and disinfectant spray to clean the toilet/seats and washbasins throughout the day if necessary. |
| Outdoor play equipment | Thoroughly cleaned with disinfectant every term and stored accordingly. In addition, staff to clean equipment as necessary. Water tray cleaned at the end of every day by premises staff. |
| Shelves and equipment | Equipment to be washed and sorted every term. In addition, staff to clean equipment as necessary. Shelves and apparatus checked every morning/afternoon for general cleanliness. |
| Play equipment such as construction toys, counting objects and home-corner items | All resources are thoroughly cleaned with disinfectant on a termly basis by the teachers. All resources are also checked every morning/afternoon for general cleanliness. In addition, staff to clean equipment as necessary. |



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| Art resources such as paint pots/brushes and glue pots/spatulas | Sorted and washed every half-term and checked daily for general cleanliness. In addition, staff to clean equipment as necessary. |
| Children's cups | Cleaned thoroughly every time they are used at break times and at the end of the day by an adult. |
| Children's plates | Cleaned thoroughly every time they are used at break times by the children and at the end of the day by an adult. |
| Children's art aprons | Washed at the end of each term by staff. In addition, staff to clean aprons as necessary. |
| Children's mud kitchen aprons | Washed weekly by staff. In addition, staff to clean aprons as necessary. |

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| School spare clothes | Parents are responsible for washing and returning the clothes to the school. |
| Children's own spare clothes | Parents are responsible for keeping clothes clean and in good supply in their school bags hanging from the child's coat peg. |
| Water spills in the classroom | Teachers and children lay blue tissue to absorb the water. Teachers use the mop and bucket to wipe the spill. The 'wet floor' notice is displayed clearly near the spill. |
| Spills, leaks and 'little accidents' in the surrounding toilet areas | Cleaners thoroughly clean floors, toilets and sinks every day. Teachers are responsible for mopping and cleaning spills that occur during the school day. Cleaning equipment can be found in the locked cleaners' cupboard. |
| Sand spills in the classroom | Teachers and children share the task of sweeping up sand spills using a broom and dustpan/brush. |
| Children's lunchboxes | These are to be stored on each child's peg to prevent dangers from tripping. |

Hand-washing and drying facilities

Antibacterial handwash is provided for children to clean their hands before lunch and after toilet trips, pet handling, art activities and eating. Antibacterial gel is provided for children to clean their hands throughout the day. Paper towel dispensers are provided to ensure appropriate hygiene.

Dealing with 'little accidents'

See EYFS Intimate Care and Toileting Policy.