



**Physical Environment Policy - safety/hygiene checks, cleaning, hazardous substances and extreme heat**

The Approved Provider, Nominated Supervisor and/or educators will:

**Safety/Hygiene Checks**

- carry out daily safety checks of premises before children arrive
- carry out regular pest inspections using accredited pest control company
- regularly inspect trees for potential risks
- regularly organise testing of fire and electrical equipment
- ensure visitors sign in and out

**Cleaning**

- implement structured cleaning schedules
- use the least toxic cleaning substance possible
- use detergent to clean most surfaces
- use colour-coded sponges for different areas to eliminate cross-contamination
- wash toys at the end of each day, especially in younger children’s rooms, and immediately remove a toy for

washing that has been sneezed on, mouthed, soiled or discarded by a child who has been unwell

- if using play dough, make a new batch each week and ensure children wash hands before and after use
- store cleaning equipment securely
- clean service at the end of each day and during the day as the need arises
- clean up accidents and spills as quickly as possible

**Hazardous substances**

- ensure dangerous substances have a Material Data Safety Sheet, are stored in original containers with original labels and are inaccessible to children
- keep a register of all hazardous substances and equipment
- ensure child resistant lids or caps are properly closed after use

**Extreme Heat**

- implement steps in policy to protect children from extreme heat eg regularly offer children water to drink, regularly sponge the faces of babies using cool, wet washers, ensure children are dressed in cool clothing and keep children indoors with air conditioning or fans.

Do you have any feedback or comments about this policy? Please include below.

Educator’s Name	Educator’s Signature