



## The Lee Wiggins Childcare Centre TOY CLEANING AND DISINFECTING POLICY AND PROCEDURE

### **Policy Statement**

The Lee Wiggins Childcare Centre (LWCC) is committed to providing a safe and healthy environment for children, families and employees. LWCC will take every reasonable precaution to prevent the risk of injury and infectious disease within the Centre.

### **Purpose**

To ensure that all employees are aware of and adhere to the directive established by Toronto Public Health (TPH) in regards to the acceptable types of toys, and cleaning/disinfecting of toys at the Centre.

This policy applies to all employees, students, and any other persons engaged in business with the LWCC.

### **Procedures**

Toys and play based learning are an integral part of childcare as they can enhance children's sense of touch, sight, taste, smell and hearing. Toys, however, can also be an excellent vehicle for the spread of infectious diseases. Employees must ensure the following procedures are followed to reduce the risk of disease transmission among children when playing with toys:

#### ***Hand Hygiene***

- Before and after sensory play, children should be encouraged or assisted to perform hand hygiene.
- Playrooms must have access to both hand sanitizer and a hand wash station.
- Play areas must have hand sanitizer available.

#### ***Toy Materials/Design***

- Toys must be nonporous and able to withstand rigorous cleaning and repeated exposure to disinfectants.
- Water toys which cause water to stay in them are not to be used. Water play toys must be able to be taken apart for cleaning, disinfecting and drying.

#### ***Toy Storage***

- Toys that are mouthed or contaminated by body secretions shall be removed from the area and are cleaned and disinfected.
- Toy storage boxes/cupboards should be emptied, cleaned and disinfected as necessary. Toy bins should be monitored for pest activity.

#### ***Indoor playhouses/climbers***

- Must have their high touch surfaces cleaned and disinfected on a daily basis.



## The Lee Wiggins Childcare Centre TOY CLEANING AND DISINFECTING POLICY AND PROCEDURE

### ***Play Dough***

- Homemade play dough is more likely to harbour and allow the growth of pathogens; therefore, homemade play dough that is used must be discarded daily.
- Homemade play dough that is not used must be covered, and can be stored in a refrigerator for up to one week.
- Store bought playdough should be discarded as per the manufacturer's recommendations.

### ***Sensory Play Equipment***

- Communal sensory play bins must be cleaned and disinfected after they are dumped and before replenishing.
- Water play bins must be cleaned and disinfected after each session (i.e., normally AM and PM programs would count as a session).
- Remove any toys that come into contact with a child's mouth during sensory play and place in the mouthed toy bin for disinfecting.

### ***Toy Cleaning and Disinfection***

- All used toys must be cleaned and disinfected weekly and as needed.
- When cleaning and disinfecting toys you must wear the appropriate personal protective equipment (PPE):
  - When mixing bleach solution: rubber gloves, mask and goggles.
  - When cleaning and disinfecting: rubber gloves and mask (if you have scent sensitivities).
- Toys must be cleaned and rinsed prior to disinfection.
- All toys must be cleaned according to Children's Services Toy Washing Schedule.
- Toys must be inspected for damage, cracked or broken parts, as these may compromise cleaning. Any toy that is found to be damaged, cracked or broken should be discarded.
- Toys that are mouthed or are otherwise contaminated by body secretions must be cleaned with water and detergent, and then disinfected before handling by another child.
- Outdoor Play Equipment requires cleaning once annually and when visibly soiled or as necessary.

Note: Toy cleaning and disinfecting should increase during an outbreak and/or suspected outbreak (refer to the Management of Outbreaks Policy and Procedure).

### **Toy Cleaning and Disinfecting Routine**

#### Step 1: Clean

- First, clean toys in a sink of detergent and water.

#### Step 2: Rinse

- Use clean water to remove detergent residue.

#### Step 3: Disinfect

- Immerse the toys into a bin or sink of disinfectant. Let the toys sit for the appropriate contact time.

#### Step 4: Rinse

- Rinse toys with clean water, then air dry.



## The Lee Wiggins Childcare Centre TOY CLEANING AND DISINFECTING POLICY AND PROCEDURE

### Toy Washing Procedures Using Bleach Solution

1. Perform hand hygiene, then put on gloves (see Hand Hygiene Procedure for glove use).
2. Clean toys in a bin of detergent and water.
3. Remove any detergent residue using clean water.
4. Fill a bucket/bin/sink with diluted disinfectant (Bleach).
5. Immerse the toys into either a bucket/bin/sink of diluted bleach disinfectant for 5 minutes.
6. Once the 5 minute contact time is complete, remove the toys and rinse with clean water and let air dry.
7. Once complete, hang gloves to dry and perform hand hygiene.
8. Initial and date the toy washing chart every time.

### Toy Washing Procedures Using the Dishwasher

If using the dishwasher for toy washing you must ensure the following:

1. The rinse cycle must meet a minimum of 82 degrees Celsius.
2. Only use the dishwasher in the kitchen when it is not being used for any other purposes (i.e. washing dishes, food preparation, serving).
3. Toys are placed evenly on the dishwashing racks and are an appropriate size that they will not fall into the basin.
4. Toys are removed carefully once the wash cycle is complete as they may be hot or contain hot water.
5. Toys are air dried.
6. The kitchen is clean and tidy when you have completed toy washing.
7. Toys are not left in the kitchen overnight.

How to wash:

1. Perform hand hygiene, then put on gloves (see Hand Hygiene Procedure for glove use).
2. Place toys in the dishwasher rack ensuring they are evenly distributed.
3. Run a normal cycle to ensure the toys are properly sanitized, the rinse cycle temperature must be at a minimum of 82 degrees Celsius.
4. When the full cycle is complete, carefully remove the dishwasher rack from the dishwasher. Place the toys in clean, disinfected basins to be brought back to the rooms.

### Policy and Procedure Review

This policy and procedure will be reviewed and signed off by all employees and students prior to commencing employment/unpaid placement at the LWCC and annually thereafter and at any time where a change is made.

Reference(s): Toronto Public Health Guidance Document 2017

Date Approved: January 2017

Effective Date: January 2017

Next Review Date: January 2018