



Monmouthshire County Council
Children and Young People Directorate

Handwashing Protocol

Staff are encouraged to use hot running water and soap where available, before and after every personal contact. Alcohol Based Hand Rub (hand sanitiser) should only be used when there are no hand washing facilities and in addition to when entering and leaving the building.

Hand hygiene is essential to reduce the transmission of infection in school settings and is a critical element of standard infection control precautions. All staff, pupils and visitors should decontaminate their hands with alcohol-based hand rub when entering and leaving the building.

Hand hygiene must be performed immediately before every episode of direct pupil care and after any activity or contact that potentially results in hands becoming contaminated, including the removal of PPE, equipment decontamination and waste handling.

Before performing hand hygiene:

- expose forearms (bare below the elbows);
- remove all hand and wrist jewellery (a single, plain metal finger ring is permitted but should be removed (or moved up) during hand hygiene);
- ensure fingernails are clean, short and that artificial nails or nail products are not worn;
- cover all cuts or abrasions with a waterproof dressing.

Technique for hand washing and sanitising

- Hand hygiene includes the use of Alcohol Based Hand Rub for routine hand hygiene and hand washing with soap and water, including thorough drying, if hands are visibly soiled or dirty.
- The technique for hand washing must be carried out thoroughly and for a time period sufficient to inactivate the virus i.e. **at least 20 seconds. See below**
- Alcohol Based Hand Rub (ABHR) must be available for all staff as near to point of care as possible, where this is not practical, personal dispensers should be used. The technique for use of Alcohol Based Hand Rub to decontaminate hands must be carried out thoroughly and for a time period sufficient to inactivate the virus i.e. **at least 20 seconds. See below**



When to hand wash

Hands should be washed with soap and water for 20 seconds and thoroughly dried whenever they are visibly dirty, and;

Staff	Pupils
Entering the building	Entering the building
Using the toilet	Using the toilet
Touching, eyes, nose or mouth	Touching, eyes, nose or mouth
Assisting learners with toileting	Playing outside or playing with sand or water
Removing personal protective equipment (disposable gloves and aprons)	Sneezing/blowing nose (Sneezing /runny nose should alert staff member to remove child from area to designated room and call parent to take child home).
Contact with blood/body fluids (e.g. faeces, vomit)	Contact with blood/body fluids (e.g. faeces, vomit)
Touching any potentially contaminated surface (e.g. cleaning cloths/equipment, soiled clothing)	Before and after eating and drinking
Before and after starting new activities	Before and after starting new activities
Any cleaning procedure even if gloves have been worn	Going home
Caring for sick children	After using shared equipment or toys.
Sneezing/blowing nose	
Dealing with waste	
Preparing and serving food or drink	
Before and after eating and drinking	
On leaving the building	
This is a list of examples and is not exhaustive, if in doubt, hands hygiene should be exercised.	
Children should be supervised to ensure they wash their hands correctly and for at least 20 seconds and dry thoroughly with paper towel.	
Visual prompts such as hand hygiene posters. See below	



BEST PRACTICE – HOW TO HAND WASH

Please note that this requires to be done for a minimum of 20 seconds.



Hand-washing technique with soap and water



1
Wet hands with water



2
Apply enough soap to cover all hand surfaces



3
Rub hands palm to palm



4
Rub back of each hand with palm of other hand with fingers interlaced



5
Rub palm to palm with fingers interlaced



6
Rub with back of fingers to opposing palms with fingers interlocked



7
Rub each thumb clasped in opposite hand using a rotational movement



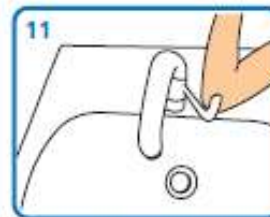
8
Rub tips of fingers in opposite palm in a circular motion



9
Rub each wrist with opposite hand



10
Rinse hands with water



11
Use elbow to turn off tap



12
Dry thoroughly with a single-use towel



13
Hand washing should take 15–30 seconds



WHEN TO WASH YOUR HANDS POSTER



Llywodraeth Cymru
Welsh Government



**Dylech olchi'ch dwylo â sebon a dŵr neu ddiheintydd dwylo:
You should wash hands with soap & water or hand sanitiser:**



**Ar ôl cymeryd egwyl
After breaks**



**Cyn coginio a bwyta
Before cooking & eating**



**Ar ôl defnyddio trafnidiaeth gyhoeddus
After using public transport**



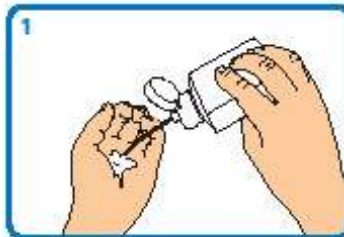
**Ar ôl defnyddio'r toiled
After using the toilet**



**Cyn gadael eich cartref
Before leaving home**



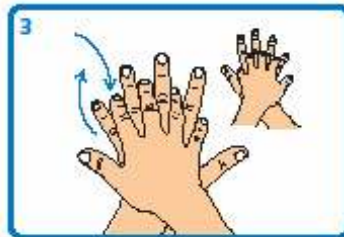
Alcohol handrub hand hygiene technique – for visibly clean hands



1 Apply a small amount (about 3 ml) of the product in a cupped hand



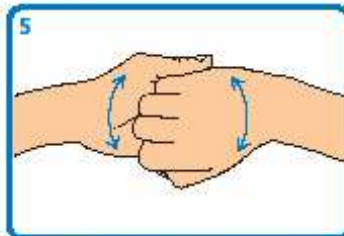
2 Rub hands together palm to palm, spreading the handrub over the hands



3 Rub back of each hand with palm of other hand with fingers interlaced



4 Rub palm to palm with fingers interlaced



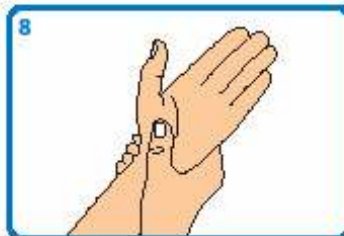
5 Rub back of fingers to opposing palms with fingers interlocked



6 Rub each thumb clasped in opposite hand using a rotational movement



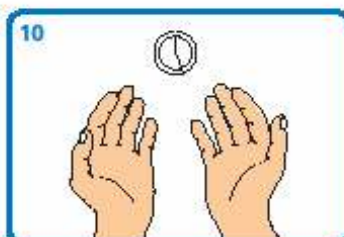
7 Rub tips of fingers in opposite palm in a circular motion



8 Rub each wrist with opposite hand



9 Wait until product has evaporated and hands are dry (do not use paper towels)



10 The process should take 15–30 seconds



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Adapted from World Health Organization *Guidelines on Hand Hygiene in Health Care*

