Management of Substances and Clinical Waste

## All substances harmful to health, e.g. cleaning liquids, should be stored in a cool cupboard, which is either locked or out of reach of children. These should only be used when no children are present.

## Medicines, which have to be administered to children throughout club time, should be kept in a locked cupboard/cabinet. Medicines should be returned to the parent/carer on a daily basis. For further information, please refer to our medication policy and medication forms.

When dealing with children who have had an accident of any description, the following procedure should be followed:

* Always wear disposable gloves and a plastic/disposable apron where there is a risk of contact with blood or body fluids, e.g. vomit, faeces or vomit
* When wiping up spills of blood, vomit, faeces or urine, gently pour ordinary domestic bleach/bactericidal detergent diluted with water over the spill and cover with paper towels. These should then be disposed of in a plastic bag and placed outside in the waste bin. The outside bin bag should be securely tied before collection
* Clothes or soft toys stained with blood should be placed in a bag, sealed and then arrangements made for their cleaning/washing. Items should be washed in hot water with detergent or placed in a washing machine at the hot wash cycle.
* Any items that cannot be cleaned as mentioned above should be wiped clean and disinfected using domestic bleach diluted with water.