

Glove Use Policy & Procedure



RATIONALE

Wearing gloves does not replace the need for hand hygiene. Gloves do not provide complete protection against hand contamination. Microorganisms may gain access to the healthcare workers' hands via small defects in gloves, or by contamination of the hands during glove removal. Microorganisms colonising the students may be recovered from the hands of approximately 30% of healthcare workers who wear gloves during student contact. When should gloves be worn?

- When there is a risk of contamination of the healthcare workers hands with blood or body fluids
- Where indicated by local infection control policy, for example with transmission based precautions

When should gloves be changed?

- Between episodes of care for different students, to prevent transmission of microorganisms
- During the care of a single student, to prevent cross-transmission of body sites

Hand hygiene is required with glove use:

- Hand hygiene should be performed before putting on gloves
- Hand hygiene should be performed after removing gloves
- Gloves should be removed to perform hand hygiene during the care for a single student as indicated by the 5 Moments for Hand Hygiene
- Single use gloves should not be washed, but discarded.

Hand hygiene products and gloves should be available near all first aid kits and classrooms to allow for appropriate hand hygiene to occur during the care of a student.

Prolonged and indiscriminate use of gloves should be avoided as it may cause adverse reactions and skin sensitivity.

Note:-For further information on glove use refer to the Australian Guidelines for the Prevention and Control of Infection in Healthcare.

- To provide a protective barrier
- To prevent contamination of the hands
- To prevent transmission of disease
- To protect against harmful substances

AIMS

1. To maintain hygiene and safe practices to prevent cross infection with in the staff and students at Farmhouse Montessori School.
2. To maintain hygiene and prevent infection and cross-infection in the school.

IMPLEMENTATION AND STRATEGIES

MANAGEMENT WILL ENSURE:

- That all information regarding the correct use of Gloves in the workplace to prevent infectious diseases is sourced from a recognised health authority
- The implementation of recommendations from Staying Healthy in Child Care – Preventing the spread of Infectious Diseases in the early childhood environment by the correct use of Gloves is explained to all staff. Please refer to NHMRC 5th Edition for further information.
- Staff and Children are protected from harm by ensuring relevant policies and procedures are followed regarding health and safety within the School

A NOMINATED SUPERVISOR/ RESPONSIBLE PERSON WILL ENSURE:

- A hygienic environment is maintained.
- Staff are directed in their understanding of health and hygiene throughout the daily program and routine.
- To provide opportunities for educators to source pertinent up to date information on the prevention of infectious diseases, and maintaining health and hygiene from trusted sources.
- To provide gloves for the use in the execution of the job.
- Pregnant staff do not change nappies or assist in toileting or cleaning up toileting accidents to prevent unexpected cross contamination.

EDUCATORS WILL ENSURE:

- To implement appropriate health and safety procedures, when treating ill children.
- To adhere to the schools Physical – Environment Safe and support policy & Handwashing policy including:
- Hand washing
- Daily cleaning of the school
- Wearing gloves (particularly when in direct contact with bodily fluids)
- Appropriate handling and preparation of food
- Maintain up to date knowledge with respect to Health and Safety through on going professional development opportunities.
- If a child has a toileting accident, the items will be placed in a sealed plastic bag. The plastic bag will be placed into the students backpack for parents to take home. The class teacher will advise the parents on collection of the student at the end of the day of the soiled items in the backpack.

WHEN TO USE DISPOSABLE GLOVES:

White Gloves are to be used in the following circumstances –

- when administering first aid to cuts and abrasions on adults or children
- when involved in assisting children with nappy changing procedures
- when assisting a child changing out of clothes that has faeces or urine on it
- when wiping up urine from any surface
- whenever there is a concern of cross contamination
- when blowing or wiping a child's nose
- when cleaning up spills of body fluids including faeces, urine, saliva, vomit or blood

Blue Gloves are to be used in the following circumstances –

- when handling food being prepared for the children
- when handling food for storage

Refer to glove removal below:-

HOW TO REMOVE DISPOSABLE GLOVES

- Pinch the outside of one glove near the wrist and peel the glove off so it ends up inside out.
- Keep hold of the peeled-off glove in your gloved hand while you take off the other glove
- Put one or two fingers of your non gloved hand inside the wrist of the other glove.
- Peel off the second glove from the inside, and over the first glove, so you end up with the two gloves inside out, one inside the other.
- Put the gloves in a plastic-lined, hands-free lidded rubbish bin, and wash your hands. If a hands-free lidded rubbish bin is not available, put the gloves in a bucket or container lined with a plastic bag, then tie up the bag and take it to the outside garbage bin.

Note:-As part of standard precautions disposable gloves must be worn as a single-use item. Disposable gloves should never be reused or washed for reuse. They must be thrown away as soon as you have finished the activity that requires gloves.

Wearing gloves does not replace the need for hand hygiene. Hand washing is required with glove use at the following times:

- Before putting on gloves
- Immediately after removing gloves

HOW TO DISPOSE OF GLOVES

Unless contaminated, disposable gloves can be disposed of with the general waste, preferably a closed bin. A closed bin is a bin with a fitted lid.

Where the gloves are contaminated, they should be disposed of in a closed bin, preferably one that does not need to be touched to place contaminated gloves inside. A bin with a foot pedal or other hands-free mechanism to open the lid would be appropriate.

The bin for contaminated gloves should contain two bin liners to ensure the waste is double bagged. Double bagging minimises any exposure to the person disposing of the waste.

Gloves would be considered contaminated if:

- they have been worn by a symptomatic worker or visitor to the workplace, or
- they have been worn by a close contact of a confirmed COVID case, or
- the wearer has touched a potentially contaminated surface.

Where a closed bin is not available, the contaminated gloves should be placed in a sealed bag before disposal into the bin. The sealed bag and a single bin liner are considered equivalent to double bagging.

It is important to follow [good hand hygiene](#) after removing and disposing of your gloves. Hands should be cleaned thoroughly with soap and water (for a minimum of 20 seconds) or hand sanitiser.

Hand Hygiene Products Should Not Be Applied To Gloves

- Prolonged and indiscriminate use of gloves should be avoided as it may cause adverse reactions and skin sensitivity.
- Boxes of both coloured gloves must be maintained in the classroom, kitchens and to ensure availability when needed in the correct dispenser.
- If contact is made with body fluids but gloves are not available, it is important to thoroughly wash hands with soap and water as soon as you finish the activity.
- Adults and children alike are encouraged to wash their hands before food preparation.
- Wear gloves on both hands: It is important to remember that the outside of the glove is dirty and the inside of the glove is clean.
- Avoid touching the inside of a glove with the outside of another glove, and avoid touching bare skin or clean surfaces while wearing contaminated gloves

Food Preparation

- Gloves can be used when preparing food.
- If you choose to use gloves, they must be exchanged for a new pair or disposed of at any time when you would normally wash your hands; for example, after:
 - a. handling raw food
 - b. using the toilet
 - c. coughing, sneezing, using a tissue or handkerchief
 - d. touching the hair, scalp or body, or
 - e. if they are torn

Nappy changing

Disposable gloves should always be worn on both hands when changing nappies, to prevent the spread of germs in faeces and urine. Wear gloves only during the part of the nappy changing process when you may come in contact with faeces or urine. Once the child is clean and the paper has been removed from the change area, remove your gloves so you will not touch the clean child with dirty gloves.

****Change gloves for every child.***

Reusable Gloves

Are to be used in the following circumstances:

- When cleaning the environment
- When preparing bleach or chemical solutions for use after cleaning a surface
 - a. Clean according to the manufacturer's instructions
 - b. Store dry between uses
 - c. Replace when showing signs of wear

Source

- Australian Children’s Education & Care Quality Authority.
- Guide to the Education and Care Schools National Law and the Education and Care Schools National Regulations
- ECA Code of Ethics
- Staying Healthy in Child Care 5th Edition
- Safe Work Australia

Review

Policy Reviewed	Modifications	Next Review Date
Sept 2018	New Format and New Logo	Sept 2019
2021	How to dispose of gloves section added Sources updated	2024