Sanitation – Toys

**POLICY/APPROACH:**

To prevent the spread of contagious diseases and maintain an effective cleaning and sanitation schedule, the following sanitizing procedure will be followed.

**PROCEDURE:**

A) At Centers

1. Toys that have been mouthed by a child or are visibly soiled are taken out of the play area after the child has put the toy down.

2. At the end of each day, all toys that were used during the day are cleaned with soap and water, rinsed, and sanitized, including the following:
   - toys taken on home visits
   - toys used for developmental and sensory screenings
   - toys used in the water table

3. After cleaning with soap and water and rinsing, toys are sprayed with a sanitizing solution ensuring all surfaces are covered and remain wet for 1 minute. Toys may be dried paper towels or allowed to air dry.

4. At the end of each day, the water table and the toys that have been in the water table are sanitized. The water table is emptied, and sanitized by spraying the water table basin, and spraying all surfaces of the toys and air dried.

5. At the end of each month, all surfaces of toys are sprayed with sanitizing solution and allowed to air dry.
6. **Main Office Reception Area and Blue Building Enrollment Office**

1. If toys, toy box, table, chairs or play kitchen are visibly soiled, soap and water is used to clean them.

2. All toys are removed out of the toy box and checked for items that should not be in the play area.

3. When toys appear soiled, they are washed with soap and water, rinsed and all surfaces are sprayed with a sanitizing solution. The solution must remain on the surface for a minimum of 1 minute. After 1 minute, toys are dried with paper towels or air dried.

4. When the toy furniture appears soiled, all surfaces are sprayed with sanitizing solution. The solution remains on the surface for a minimum of 1 minute. After 1 minute, the surfaces are wiped dry using a paper towel. Wiping the surfaces dry also serves to remove any soil from the surface.