

Caroline Chisholm School- Preschool Unit Storing Dangerous Products Procedure

- Chemicals used for cleaning floors, toilets, sinks etc. are stored in a cupboard the staff kitchen/staffroom cupboard which is locked at all times.
- In each preschool room, items such as liquid detergents, cleaning agents, commercial cleaners, eucalyptus oil etc. are put in an overhead cupboard with a child-proof lock out of reach of children.
- When cleaning the tables after being used by children, staff ensure any cleaning agents are returned to the correct cupboard.
- When there is an accident or spillage on the carpet, the area is blocked off from the children. Water and detergent are used to clean the carpet, and the area is disinfected. The carpet is cleaned on a regular basis by a hired cleaning agency. All cleaning agents are returned to the correct area and locked for safe keeping.
- Accidents and spillages in the bathroom are cleaned with a mop and bucket, specifically used for bodily fluid accidents, and the area is disinfected. Information is passed onto the cleaner to ensure further treatment. All cleaning agents are returned to the correct area and locked for safe keeping.
- Relevant Safety Data sheets are kept on file

Reviewed November 2021