



Muswell Hill

**Child
Contact
Centre**

**at Muswell Hill
Methodist Church**

Toy Policy

Purpose and Scope

Muswell Hill Child Contact Centre is committed to providing a safe environment for parents and children visiting our centre. This policy will ensure that toys/games used by children, and their families are fit for purpose.

Aims

This policy will assist the Coordinator and volunteers to:

- Ensure all toys/games for use within Muswell Hill Child Contact Centre are fit for purpose
- Ensure all toys/games are clean and stored correctly
- Ensure all toys/games are checked for obvious signs of damage or wear and tear before being given to children

Introduction

Toys and games are an important resource within contact centres and it is vital that consideration is given to what is provided.

A variety of toys and games should be provided appropriate to a range of ages, abilities and reflecting diversity. Try not to 'gender' toys and play areas.

We will not allow the use of imitation guns and weapons in the Contact Centre or garden

An integral role of child contact centres is to promote positive parent-child relationships. Many toys and games encourage positive parent-child interaction, for example blowing bubbles with a toddler, imaginative play, ball games; for older children, games like Jenga and cards, computer games, pool; craft activities can be made appropriate to a range of ages and abilities.

We will endeavour to ensure that all toys are safe, by checking brakes on bikes and other such toys before putting them out on a Saturday morning. However it is not practical for us to clean all toys every Saturday after use. We will clean those which are obviously dirty or sticky but will expect parents using the Centre to alert us to any which are not and will provide detergent wipes for use by parents if they have a particular concern.

Responsibilities

All staff and volunteers within the child contact centre must follow this policy.

Co-ordinators must:

- Ensure that staff and volunteers are aware of the contents of this policy.
- Review at least every three years.

Criteria

Toy/ games selection and purchase:

Toys/ games with hard surfaces (plastic, vinyl, varnished or painted wood, metal) must be able to be thoroughly cleaned. Where toys/ games with fabric parts must be used, these parts will be able to be laundered.

Donations of toys and games:

Toys and games may be received from members of the public. These items must be checked by the Co-ordinator or their Deputy and will be disseminated as appropriate. We will not receive soft toys made of fabric which cannot be cleaned in accordance with infection control policies and guidelines. Electronic games will not be accepted.

Steps to be taken

Check toys as they are put out on a Saturday morning for any obvious signs of wear and tear. Check bikes and prams etc. to ensure that brakes are working and that hinges are not broken

A notice will be displayed in each waiting area advising parents to report any dirty toys to a member of staff/volunteer-see below.

Cleaning Guidelines (to be used on toys as required)

Wooden toys	Wipe with clean cloth and soap and water. Air dry. Check for paint flaking, varnish flaking and splinters.
Books	Books and posters should be examined for visible soiling Wipe the cover with detergent wipe during cleaning schedule
Construction Toys eg Lego	Wash all bricks in a warm solution of detergent as per manufacturer's instructions Spread out to dry
Plastic toys	Wash in soapy water.
Metal toys	Wipe with clean damp cloth (soapy water)
Hand held electronic toys (i.e. computers/ Gameboys/ CDs/ DVDs)	Damp wipe (disposable cloth and neutral detergent or detergent wipes) <i>Not applicable</i>
Games	Damp wipe as above

Cleaning and Detergent:

- Use detergent wipes to wipe toys.
- If wipes are not available/suitable, use a fresh solution of detergent made up as per manufacturer's instructions
- Dry with a clean paper towel
- Do not store toys wet

We are committed to reviewing our policy and good practice annually

Name:

Daleep Mukarji

Signature:

Date:

This policy was last reviewed on: 5th September 2024

Toys in the Contact Centre

Please let one of the volunteers know if you come across a broken or dirty toy during your session on Saturday morning.

Disposable wipes are available for parents to use if there are particular concerns.