PAUK LTD - Barleymont Group

Day Nursery, Pre-School & After-School

**UNIFORM POLICY AUDIT TOOLS**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Room/Setting:** | **Staff Checked** | | | | | | | | | |
|  | **Auditor:** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** |
|  | **Date:** |
| **1** | The member of staff is using appropriate PPE |  |  |  |  |  |  |  |  |  |  |
| **2** | No wrist watches are being worn when carrying toilet/nappy care |  |  |  |  |  |  |  |  |  |  |
| **3** | Long hair is tied up |  |  |  |  |  |  |  |  |  |  |
| **4** | Hair is clean, neat and tidy |  |  |  |  |  |  |  |  |  |  |
| **5** | Rings- one plain ring only is being worn if at all |  |  |  |  |  |  |  |  |  |  |
| **6** | Shoes are low heeled/flat closed at the toe and heel |  |  |  |  |  |  |  |  |  |  |
| **7** | Shoes are black |  |  |  |  |  |  |  |  |  |  |
| **8** | Foot wear is of a material that can be wiped |  |  |  |  |  |  |  |  |  |  |
| **9** | Plain dark socks are worn with trousers (if worn) |  |  |  |  |  |  |  |  |  |  |
| **10** | Earrings- one plain pair of stud earrings or no earrings |  |  |  |  |  |  |  |  |  |  |
| **11** | Tights/stockings are plain natural or dark in colour |  |  |  |  |  |  |  |  |  |  |
| **12** | Name badge is clean and sticker free |  |  |  |  |  |  |  |  |  |  |
| **13** | Cardigans are not being worn during patient care |  |  |  |  |  |  |  |  |  |  |
| **14** | All badges are professional |  |  |  |  |  |  |  |  |  |  |
|  | **Score** |  |  |  |  |  |  |  |  |  |  |
|  | **Possible Score** |  |  |  |  |  |  |  |  |  |  |

\*Please return a copy of this audit to the HR Manager\*

**Each Room/Setting must complete this tool every 6 months**

Scores will be fed back to relevant managers, and form part of the infection prevention and control annual report.