



# QUALITY ASSURANCE FORM



School: \_\_\_\_\_ Class: \_\_\_\_\_ Quality Assurance checklist for schools

Performance is monitored once every term.	Achieved	Intervention required	Programme suspended
<b>1: Organisation The Teeth Team Limited</b>			
There is a designated programme lead who is responsible for the scheme within the setting.			
A model agreement outlining the responsibilities of partners has been completed and signed by all partners.			
Support and training is available for staff to deliver the programme, including infection prevention and control procedures. Training is recorded and monitored.			
Permission/consent is sought from parents or carers for their children to take part in the scheme and records are maintained.			
Quality assurance assessments are carried out by staff each term and by the provider team annually and documented using a quality assurance check list. Monitoring should include observation of the toothbrushing session; discussion of the toolkit guidance with the key settings designated lead; feedback to the overall programme lead and arrangement of a follow-up visit.			
There is access to a named dental professional for advice if needed.			
<b>2: Effective Preventive Practice</b>			
Fluoride toothpaste containing 1350 to 1500ppm fluoride is used in the toothbrushing programme.			
Correct amount of toothpaste is used: <ul style="list-style-type: none"> <li>• Children under three years of age have a smear of paste applied to their brush</li> <li>• Children over three have a pea sized amount of paste applied to their brush</li> </ul>			



Children are supervised by an adult during brushing.			
Children should be discouraged from swallowing toothpaste during or after brushing their teeth.			
After brushing, children spit out residual toothpaste and don't rinse.			
Toothbrushes are replaced termly or once the bristles become splayed, or if they fall on the floor.			
<b>3: Infection Prevention and Control</b>			
Supervisors wash their hands before and after the toothbrushing session and cover any cuts, abrasions or breaks in their skin with a waterproof dressing before commencing a toothbrushing session.			
Toothbrushes are individually identifiable for each child.			
Where toothpaste is shared, a supervisor dispenses it onto a clean surface such as a plate or paper towel.			
Toothbrushes are stored in appropriate storage systems or individual ventilated holders that enable brushes to stand in the upright position and ensure that toothbrushes do not contact each other to avoid contamination.			
Storage systems display symbols corresponding with those on the toothbrushes to allow individual identification.			
Storage systems are stored within a designated toothbrush storage trolley or in a clean, dry cupboard. Storage systems in toilet areas must have manufacturers' covers which allow the free flow of air, be stored at adult height or in a suitable toothbrush storage trolley.			
Storage systems, trolleys and storage areas are cleaned, rinsed and dried at least once a week (more if soiled) by staff using warm water and household detergent.			
Storage systems are regularly checked for cracks, scratches or rough surfaces and replaced if required.			
Toothbrushes should not be washed together in the sink.			
Toothbrushes that fall on the floor are discarded.			