Text consolidated by Valsts valodas centrs (State Language Centre) with amending regulations of:

14 July 2015 [shall come into force from 12 August 2015];

18 February 2020 [shall come into force from 21 February 2020].

If a whole or part of a paragraph has been amended, the date of the amending regulation appears in square brackets at the end of the paragraph. If a whole paragraph or sub-paragraph has been deleted, the date of the deletion appears in square brackets beside the deleted paragraph or sub-paragraph.

Republic of Latvia

Cabinet

Regulation No. 890

Adopted 17 September 2013

**Hygiene Requirements for the Providers of Child Supervision Service and Educational Institutions Implementing a Pre-School Education Programme**

*Issued pursuant to*

*Section 38.1, Paragraph one of the Epidemiological Safety Law*

[*14 July 2015*]

**I. General Provisions**

1. This Regulation prescribes hygiene requirements for the State and local government institutions and the legal or natural persons which provide child supervision service outside the child’s place of residence, and for educational institutions implementing a pre-school education programme (hereinafter – the service provider).

2. In accordance with the laws and regulations regarding the procedures for the registration of child supervision services and providers of child supervision services, child supervision services are classified as temporary services and full-time services.

3. The requirements referred to in Chapter I, Paragraphs 12, 13, 15, 15.1, 18, 22, 23, 24, 30, and 32, Chapters VII, VIII and Paragraphs 52, 53, 54, 55 and 57 of this Regulation shall be applied also to the provider of a temporary service. If the provider of the temporary service ensures outdoor activities for children, then the requirements referred to in Paragraphs 9, 16, 16.1, 16.2 and 17 of this Regulation shall also apply thereto.

[*14 July 2015*]

3.1 The requirements referred to in Paragraphs 20, 31, 33, 35, 37, 40 and 41 of the Regulation, the requirements referred to in Paragraph 42 of the Regulation regarding the production, storage and dispensing of finished products in accordance with the technological catering documentation, and the requirements referred to in Paragraph 43 of the Regulation shall not be applied to a natural person which provides the full-time child supervision service at his or her place of residence.

[*14 July 2015*]

4. The service provider shall be responsible for conformity with this Regulation.

5. The conformity with the hygiene requirements shall be controlled by the Health Inspectorate.

6. The conformity with the food handling requirements shall be controlled by the Food and Veterinary Service.

7. The service provider shall be responsible for ensuring that employees have the knowledge and skills necessary for the provision of services that comply with hygiene requirements and are safe.

[*14 July 2015*]

**II. Minimum Hygiene Requirements for Conformity with the Daily Regimen**

8. The daily regimen shall be determined according to the age and development of children, providing also for physical activities and walks in fresh air.

9. If air temperature is below minus 10 °C, walks in fresh air for children below three years of age shall not be organised.

10. After lunch, rest shall be ensured for children.

11. The interval between the meals shall be three to four hours.

12. The use of electronic communication means (e.g., television, computer) for children shall be permitted for no more than 15 minutes and no more than twice a day.

13. At the place where the service is provided, the service provider shall not admit children with:

13.1. signs of infectious diseases, except when:

13.1.1. one child or children from one family are being minded for;

13.1.2. the service provider can ensure isolation of the sick child in a separate room which is continuously supervised by a medical practitioner;

13.2. pediculosis.

[*14 July 2015*]

14. If a child has not attended the place where the service is provided due to signs of an infectious disease or if the child has suffered from an infectious disease, the general practitioner shall issue a statement to parents for informing the service provider of the child’s health condition and, where necessary, recommendations for further care of the child during provision of the service.

[*14 July 2015*]

15. Service providers, except for natural persons, shall draw up internal rules of procedures laying down how the service provider and parents of a child must act in cases of infectious diseases and shall timely acquaint the parents of a child therewith.

[*14 July 2015 / See Paragraph 62*]

15.1 Natural persons shall, in a timely manner, inform parents of signs of infectious diseases – diarrhoea, vomiting, jaundice of skin, mucous membranes or whites of the eyes, increased body temperature, infectious rash (rash together with increased body temperature and changes in the child’s behaviour – sleepiness, refusal to eat, drink, tearfulness, increased breathing) – with which a child will not be admitted to the place where the service is provided.

[*14 July 2015; 18 February 2020*]

**III. Territory and Building**

16. If the service provider has in its possession a territory, it shall ensure its suitability for activities of children and its conformity to child safety needs. Playground, sports-ground and household area shall be arranged in the territory.

[*14 July 2015*]

16.1 A territory where children are staying must meet the following requirements:

16.1 1. it must be fenced and well-kept;

16.1 2. if the territory includes water bodies, they must be fenced or demarcated;

16.1 3. the territory must not be greened with such plants which are dangerous to human health, and also plants with thistles and toxic parts;

16.1 4. a playground or sports equipment and covering which is suitable and safe for children of preschool age must be provided therein, and a sandbox which must be covered when not used by children may be arranged therein. Sand in the box must be changed once a year – in spring.

[*14 July 2015*]

16.2 The household area shall contain an area with dense covering for the placement of household waste containers. Waste shall be stored in closed containers.

[*14 July 2015*]

17. If the service provider does not possess any territory, the service provider shall ensure outdoor activities for children in another well-kept territory that is safe and available for children.

[*14 July 2015*]

18. The service provider shall comply with the following requirements for the building where the service is provided:

18.1. the service must be provided in a building designed according to activities of the service provider. The service may be provided in an adapted building or in a part of another public building or residential house regarding which an assessment of the Health Inspectorate on the conformity with the hygiene requirements has been received. When adapting a part of the building or building unit for the provision of the service, the procedures and requirements laid down in the laws and regulations regarding construction shall be conformed to;

18.2. group or play rooms and bedrooms may not be arranged in the semi-basement or basement floor;

18.3. other institutions may be located in the building where the service is provided, if the activity of the respective institutions does not affect the safety of children and does not harm their health;

18.4. if a company the economic activity of which is related to loading and unloading of goods is located in the building where the service is provided, the household area of the building must have a separate entrance.

**IV. Premises**

19. The service provider shall conform to the following minimum space of premises (if the bedroom is combined with the group room, then the space in the group room per one child shall be calculated by deducting the space occupied by beds in assembled form from the total room space; for groups of mixed-age children the space shall be determined according to the oldest group of children) per one child:

19.1. less than three years of age – group room 2.5 m2, bedroom 1.8 m2;

19.2. more than three years of age – group room 3.0 m2, bedroom 2.0 m2.

20. At the place where the service is provided the following premises shall be arranged:

20.1. a place or room for placing perambulators;

20.2. for each group of children taking into account their age:

20.2.1. a wardrobe (if it is not possible to ensure a wardrobe for each group, wardrobes may be combined);

20.2.2. a group room;

20.2.3. a bedroom or group room that may be turned into a bedroom;

20.2.4. a lavatory. Where a lavatory cannot be arranged, it should be made available to children older than three years of age in another part of the building;

20.3. in the block of premises for the staff and household needs:

20.3.1. [14 July 2015];

20.3.2. a catering block or place for the preparation, distribution, storage of food, wash-up and storage of dishes if the service provider offers catering;

20.3.3. a place for storage of laundry;

20.3.4. a room or place for washing and ironing the laundry (if the establishment washes and irons the laundry);

20.3.5. a staff wardrobe room/place and lavatory premises;

20.4. at the places where the service is provided and children are staying for 24 hours, a room for the temporary isolation of children in cases of infectious diseases. This room must be provided with a separate lavatory, bio-toilet or potty;

20.5. a room or place which is adapted for organising culture and entertainment events, music and sports lessons for children.

[*14 July 2015*]

20.1 A natural person which provides full-time child supervision service at his or her place of residence, shall ensure the following at the place where the service is provided:

20.1 1. place for the placement of perambulators (if necessary);

20.1 2. place for each child for the placement and drying of outdoor clothes;

20.1 3. a play and activities room;

20.1 4. bedroom (can be joined with the play and activities room);

20.1 5. lavatory and a hand washbasin;

20.1 6. room or place for the preparation, distribution and storage of food, and also for the washing and storage of dishes;

20.1 7.room or place for washing and ironing the laundry, if the service provider washes and irons the laundry;

20.1 8. place for the storage of laundry;

20.1 9. room or place which is adapted for organising culture and entertainment events, music and sports lessons for children.

[*14 July 2015*]

21. A place for the placement of outdoor clothes of children, a playroom and lavatory shall be arranged at the place where temporary service is provided.

**V. Arrangement of Premises**

22. Materials that are easy to clean, disinfect and are suitable for the function of the room shall be used for the finishing and equipment of premises.

23. A covering made of non-slippery material shall be used for flooring.

24. The service provider shall ensure clean toys that are age-appropriate and meet the requirements of the toy safety regulations.

25. Beds shall be used for putting of children to bed in the round-the-clock groups. Upon providing children with rest after lunch another alternative form of putting to bed may be used if the selected form does not deteriorate the well-being of children.

26. [14 July 2015 / See Paragraph 3 of Amendments]

27. If the service provider ensures putting to bed and offers bedding, then an individual clean set of bedding shall be provided for each child.

28. Clean towels (separate for drying hands and legs) with an individual labelling and hanger shall be provided for each child. The use of disposable towels is also permitted.

29. Bedding and towels shall be changed at least once in 10 working days, but also more frequently, if necessary. Bedding and towels shall be changed once a week in the round-the-clock groups.

30. A lavatory shall be provided with a toilet paper or napkins, as well as soft soap and means for hand drying.

31. Individual cabinets or shelves for storing the clothing and footwear of each child, as well as a place for drying the clothing and footwear of children shall be arranged in the wardrobe.

32. Furniture which is safe to be used by children, made of a material that is harmless to the health and suitable for the physical characteristics of a child based on the ergonomics requirements and principles shall be ensured at the place where the service is provided.

[*14 July 2015 / The new wording of the Paragraph shall come into force on 1 January 2018. See Paragraph 3 of Amendments*]

33. Lavatories of the group rooms of children shall be provided with one washbasin per eight children and one washbasin for the staff.

[*14 July 2015 / See Paragraph 64*]

34. A lavatory intended for children younger than three years of age the following shall be provided:

34.1. a small feet support, if necessary;

34.2. [14 July 2015];

34.3. a potty with a labelling for each child.

35. A lavatory intended for children older than three years of age shall be provided with one toilet bowl per eight children, arranging separate cabins for girls and boys, if possible.

[*See Paragraph 64*]

36. The service provider shall control that individual mouth hygiene accessories (a toothbrush and a glass of unbreakable material) are provided to children.

[*18 February 2020*]

**VI. Catering**

37. The service provider shall ensure catering for children in accordance with the laws and regulations regarding supervision of food handling and the laws and regulations regarding the nutrition norms for educatees of educational institutions, clients of social care and social rehabilitation institutions and patients of medical treatment institutions.

37.1 A natural person which provides the full-time child supervision service at his or her place of residence shall provide catering for children in accordance with the basic principles of good nutrition.

[*14 July 2015*]

38. Food products shall be used for catering of children in conformity with their expiry date, storage regimen and preparation conditions.

39. The dishes, cutlery, and kitchen equipment shall conform to the mandatory safety requirements laid down for the materials and objects that come into contact with food. It is prohibited to use aluminium cutlery and aluminium dishes for the preparation of food. Appropriate detergents and disinfectants shall be used for washing dishes, cutlery, kitchen dishes, and equipment in conformity with the instructions for their use.

40. The responsible person after agreement thereupon with the head of the institution or the head of the institution shall draw up a menu for one to two weeks. The menu shall be drawn up in accordance with the laws and regulations regarding the nutrition norms for educatees of educational institutions, clients social care and social rehabilitation institutions and patients of medical treatment institutions, taking into account the principles of healthy nutrition.

41. Before dispensing food to children, the head of the institution, the head of the catering unit or the person authorised thereby shall take samples of the prepared food. Food samples shall be labelled by indicating the time (hour, minute) of their taking. Samples shall be stored in a refrigerator for 24 hours at the temperature 2–6 °C and disposed thereafter.

42. The finished products shall be manufactured, stored, and dispensed in accordance with the technological catering documentation. Food prepared for children shall not be intended for reheating on the next day.

43. Staff educated in hygiene issues in accordance with the professional qualification requirements laid down for the persons employed in handling of food may work in the catering unit.

44. The staff shall comply with the personal hygiene provisions, shall use and change work clothing according to the specific nature of the work to be performed. Work clothing shall be stored separately from personal clothing.

45. The staff shall dispense food only wearing clothing intended specifically for such purpose.

46. [14 July 2015 / See Paragraph 2 of Amendments]

**VII. Water Supply and Sewerage**

47. At the place where the service is provided, the drinking water shall conform to the mandatory safety requirements laid down for the drinking water and shall be freely available for children. If at the place where the service is provided the conformity of the drinking water with the mandatory safety requirements cannot be ensured, the service provider shall ensure bottled drinking water to children for quenching thirst. Individual or disposable cups shall be provided to children for quenching thirst.

48. The building must have the supply of cold and hot water, as well as the sewerage system.

**VIII. Heating, Ventilation, Lighting**

49. The permissible minimum air temperature in premises where children of the following age are present:

49.1. less than three years of age – at least 20 °C;

49.2. more than three years of age – at least 18 °C.

50. Air exchange in premises shall be ensured by regularly ventilating them or the use of air conditioning or ventilation equipment. The service provider shall ensure that the premises are regularly ventilated each day, including before the arrival of children and after they have left the place where the service is provided, and also during the provision of the service while children are not in the premises.

[*14 July 2015*]

51. Natural and artificial lighting shall be ensured in the premises. The level of artificial lighting in the group room or playroom shall be 300 lux (Lx).

**IX. Procedures for the Maintenance of the Premises, Equipment and Inventory**

52. Wet cleaning of premises shall be performed according to a plan for cleaning and disinfection of premises and equipment drawn up by the service provider. Wet cleaning of wardrobes, group rooms or playrooms and lavatory shall be performed at least twice a day.

53. Disinfectants shall be used according to their instructions for use and stored in a specially designated place out of the reach of children.

54. Potties shall be washed after each use with a detergent and disinfected as necessary by complying with the hygiene and safety requirements in order to prevent contamination of the environment. Toilet bowls shall be disinfected as needed, but at least twice a day.

[*14 July 2015*]

55. It is prohibited to perform disinfection, disinfection and deratisation of premises, as well as repair work of premises in the presence of children.

56. Washable toys shall be washed with a detergent and rinsed under warm running water as needed, but at least once a week. At the place where temporary service is provided washing of the used washable toys shall be ensured each day.

57. Separate, respectively labelled maintenance inventory shall be used for each building unit.

58. The used laundry shall be collected and stored in separate bags or containers with a lid until washing. Laundry shall be done in the washhouse of the service provider. Laundry may be done in other washhouses providing that laundry of children is done separately.

[*14 July 2015*]

**X. Closing Provisions**

59. Cabinet Regulation No. 596 of 27 December 2002, Hygiene Requirements for Educational Institutions Implementing Pre-school Education Programmes (*Latvijas Vēstnesis*, 2003, No. 2, 106; 2006, No. 141; 2008, No. 96; 2009, No. 133), is repealed.

60. The requirement referred to in Sub-paragraph 20.2.4 of the Regulation regarding availability of the lavatory in another part of the building shall not apply to buildings to be newly built where provision of the child supervision service or implementation of a pre-school education programme is planned.

61. This Regulation shall come into force on 1 January 2014.

62. The internal rules of procedures referred to in Paragraph 15 of this Regulation shall be drawn up by service providers, except for natural persons, by 1 January 2016. Until the internal rules of procedures referred to in Paragraph 15 of this Regulation are drawn up, the service provider shall, by informing parents of the child thereof in a timely manner, not admit children with the following symptoms of infectious diseases – diarrhoea, vomiting, jaundice of skin, mucous membranes or whites of the eyes, increased body temperature (above 37.5 °C) , infectious rash (rash together with increased body temperature and changes in the child’s behaviour – sleepiness, refusal to eat, drink, tearfulness, increased breathing) – at the place where the service is provided, except when one child or children of one family are being minded.

[*14 July 2015*]

63. The requirements referred to in Paragraph 19 of this Regulation shall be applicable to groups of children formed after 1 September 2023.

[*18 February 2020*]

64. The requirements referred to in Paragraphs 33 and 35 of this Regulation for the number of sanitary fixtures shall be applicable from 1 January 2020.

[*14 July 2015*]

Prime Minister Valdis Dombrovskis

Acting for the Minister for Health – Minister for Agriculture Laimdota Straujuma

**Annex**

Cabinet Regulation No. 890

17 September 2013

**Conformity of Furniture Dimensions to the Height of the Child**

[14 July 2015 / See Paragraph 3 of Amendments]