



# Delivery manual

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To support staff in early years and school settings to implement a supervised toothbrushing programme.

<b>Document Name</b>	<p><b>All Together Smiling - supervised toothbrushing delivery manual (Cheshire &amp; Merseyside)</b></p> <p>Aligned to national guidance:</p> <p>Office of Health Improvement &amp; Disparities (OHID, 2025): Commissioning and delivering supervised toothbrushing schemes in early years and school settings (based on the Public Health England 2014 toolkit).  <a href="https://www.gov.uk/government/publications/improving-oral-health-supervised-tooth-brushing-programme-toolkit/commissioning-and-delivering-supervised-toothbrushing-schemes-in-early-years-and-school-settings">https://www.gov.uk/government/publications/improving-oral-health-supervised-tooth-brushing-programme-toolkit/commissioning-and-delivering-supervised-toothbrushing-schemes-in-early-years-and-school-settings</a></p> <p>BRUSH - The Supervised Toothbrushing Toolkit  <a href="https://www.supervisedtoothbrushing.com">HOME   BRUSH Toolkit (supervisedtoothbrushing.com)</a></p>
<b>Document Purpose</b>	A local good practice guide to support staff in early years and school settings to implement a supervised toothbrushing programme.
<b>Document Status</b>	<ul style="list-style-type: none"> <li>• Final - this manual has been previously tested as a prototype.</li> <li>• Feedback has been received, suggested amendments implemented, and final version clinically approved before circulation.</li> <li>• The document will remain 'live' in case of any further national guidance updates.</li> </ul>
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## Background

Oral health is an important part of general health and wellbeing. A healthy mouth enables children to communicate, eat and enjoy a variety of foods, socialise, and attend school as well as contributing to their self-esteem, confidence, and readiness to learn. Dental decay is highly prevalent in Cheshire and Merseyside (C&M) and the impacts on both society and the individual are significant causing pain, discomfort, sleepless nights, limitation in eating leading to poor nutrition, and time off school and work. Poor oral health is one of the earliest indicators that families may be struggling to establish healthy diets and key hygiene behaviours.

## Introduction

This manual has been designed for Local Authorities (LA) and all staff in early years/ primary school settings who are participating in the All Together Smiling supervised toothbrushing programme. The purpose of this manual is to provide support and guidance to delivery settings and staff as per the national evidence-based guidance. Local/ bespoke variants in delivery will be agreed with Local Authorities and acknowledged within Memorandum of Understanding agreements.

## What is All Together Smiling?

NHS Cheshire and Merseyside have dedicated to implementing a 3-year (2024-27) upstream, evidence-based Supervised Toothbrushing Programme (STP), hosted by Beyond (the Children and Young People's Transformation Programme for C&M) across the sub-region. The programme will be delivered across all nine LA's, complementing any local schemes, focusing on **children aged 2-7 years in the 20% most deprived (CORE20) areas** of each Local Authority. The programme will deliver a structured intervention across C&M, alongside the targeted provision of free oral health packs (containing a toothbrush and a toothpaste for children, and a leaflet with oral health key message information for parents/carers).



## Contact Details

### Early Years provider or school

Name of Early Years provider or school

Name of Manager or Headteacher

Name of Lead

### Oral health champion/ lead practitioner

Name

Telephone

Email

## Roles and responsibilities of delivery settings

### Delivery settings will:

1. Identify an oral health champion/ lead practitioner within the setting who will act as a key contact for the All Together Smiling (ATS) team, support training of additional staff as required (train the trainer) and lead on setting risk assessments and quality assurance self-assessments (tools 01, 03, 04 and 16).
2. Register the oral health champion for training through the programme training provider (see tool 22 including a breakdown of training options). If additional training is required, please register an additional request.
3. Ensure that all staff involved in the delivery and supervision of supervised toothbrushing attend training, read, and follow the quality standards, and procedures from page 5. The staff training record (tool 01) and quality standards record (tool 03) for staff should both be signed to confirm this.
4. Gather informed consent from families to take part in the scheme before delivery commences (tool 07). Store informed consent for all children participating.
5. Ensure they are familiar with cross-contamination processes (see quality standards below) and ensure they are always followed.
6. Ensure appropriate charts such as staff training registers, daily toothbrushing records (see tools) are regularly completed and safely stored.
7. Complete quality assurance self-assessments (led by the setting oral health champion/ lead practitioner) using the Quality Assurance monitoring tool provided (tool 16). Quality assurance self-assessments should take place:
  - within 2-3 weeks of the start of the scheme (during induction period).
  - monthly for the first 6 months then quarterly thereafter.
  - Annual quality assurance visits may also take place (arranged by the training and quality assurance provider).
8. Share the findings of settings self-assessments with colleagues. Any recommendations should be acted on as soon as possible with any challenges or support needs shared with the LA and ATS team.
9. Commit to delivery of the programme daily as per the evidence-base regarding the most effective delivery.
10. Check deliveries to ensure consumables received are as expected and once received, ensure they are stored safely and securely within the setting. Contact the ATS team if more stock is required (providing at least two weeks' notice).
11. Check consumables on a regular basis and replace as necessary.



12. Clean the storage systems as required, at least weekly, with warm water and Control of Substances Hazardous to Health Regulations (COSHH) approved household detergent.
13. Encourage parents or those with parental responsibility to support with brushing their child's teeth twice a day at home.
14. Provide updates to the LA upon request to capture the impact of delivery that will be fed back to the ATS team.

### **Opting out of the scheme**

If your setting decides to opt out of the scheme, please inform the LA and ATS team. Parents/carers of participating children should also be made aware of when supervised toothbrushing delivery will stop.



## Implementation protocols and quality standards

These standards are aligned to the national evidence-base ([OHID Supervised Toothbrushing toolkit](#)) and are provided to ensure the safe and effective delivery of supervised toothbrushing in participating settings. The ATS programme will use the **dry method** of supervised toothbrushing.

Further information and resources can be found on the:

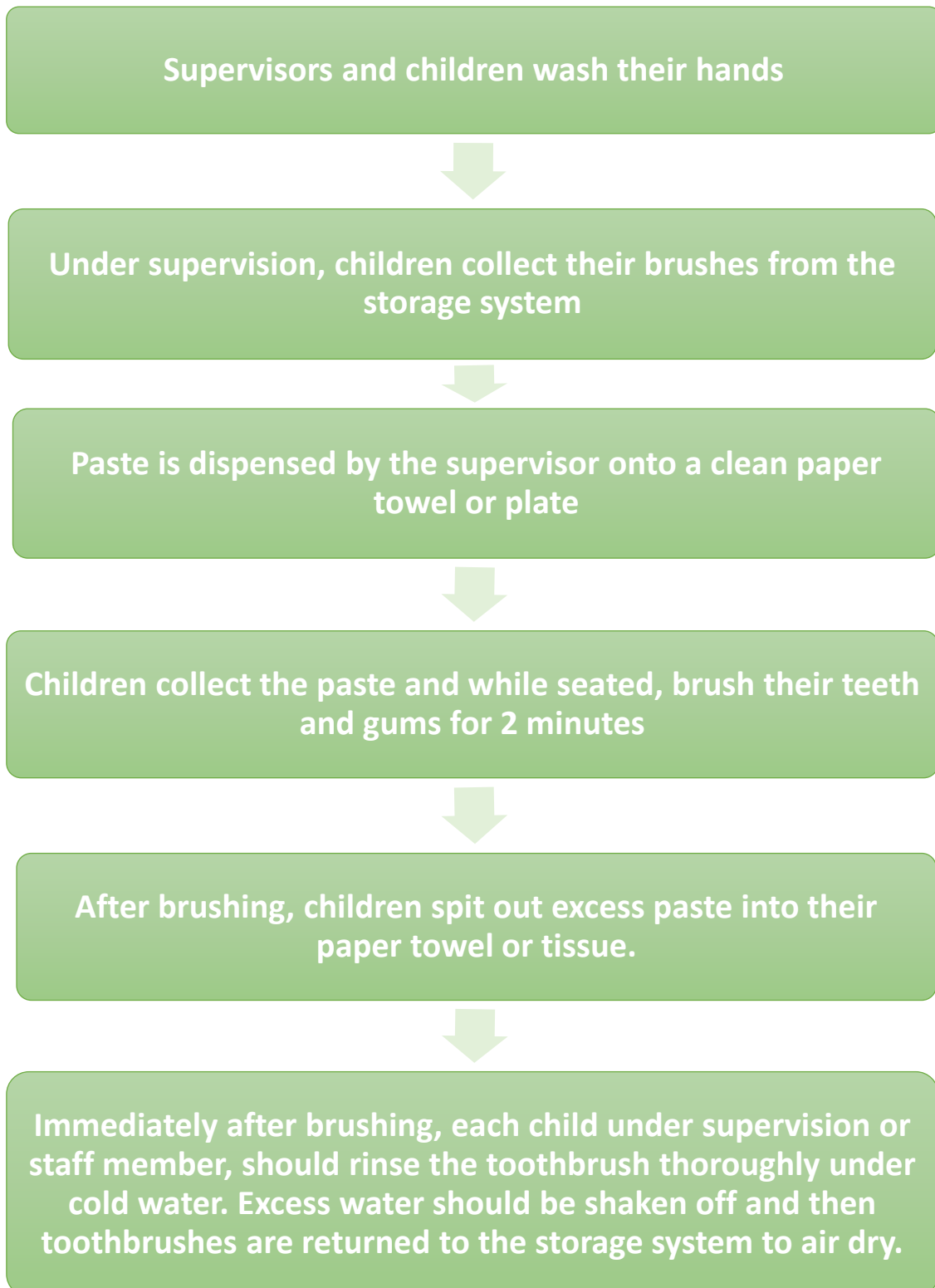
**OHID Toolkit** ([OHID Supervised Toothbrushing toolkit](#))

and

**BRUSH** website (<https://www.supervisedtoothbrushing.com/>). Key links:

- What are supervised toothbrushing programmes? - <https://www.supervisedtoothbrushing.com/copy-of-background>
- Information for early years (delivery) settings - <https://www.supervisedtoothbrushing.com/resources-for-early-years-settings>
- Information for parents – <https://www.supervisedtoothbrushing.com/information-for-parents>
- Resources to support children with Special Educational Needs and Disabilities (SEND) - <https://www.supervisedtoothbrushing.com/information-for-parents>

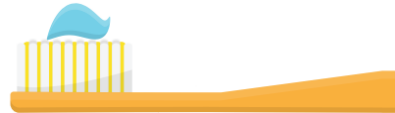
## Quick reference guide to supervised toothbrushing in a dry area



A detailed guide of supervised toothbrushing in a dry area can be found in **appendix 1**.

## Toothbrushing

- All children are closely supervised when brushing their teeth.
- Family toothpaste containing 1450 parts per million (ppm) fluoride (as provided) is used.
- The correct amount of fluoride toothpaste is used as below:



Under 3 years of age a smear of paste

3 years + a pea-size amount of paste

- After brushing, children should be encouraged to spit out and not rinse.

## Infection Control

- Surfaces/tables should be cleaned with household detergent prior to brushing.
- Staff and children (under supervision) wash hands with soap and water or sanitiser before and after brushing.
- Toothpaste is dispensed directly onto a paper towel or plastic/paper plate.
- There is sufficient space between individual amounts of toothpaste.
- Disposable items such as tissues/paper tissues/towels are put into a waste bag for disposal after toothbrushing.
- Care is taken when removing and replacing toothbrushes from the toothbrushing storage rack so that they do not touch each other.
- Dropped or contaminated toothbrushes are replaced immediately.
- Household gloves are used when cleaning toothbrushing storage systems, surfaces, and sinks.
- Toothbrushing storage racks and storage areas are cleaned, when necessary, at least weekly, with warm water and household detergent.
- Toothbrushes and storage rack are allowed time to ventilate and air-dry.

## Recycling Guidelines

The All Together Smiling consumable supplier has confirmed that all plastics used in their products, including toothbrushes, are recyclable. Their commitment to using fully recyclable plastics allows for more sustainable disposal. It is important to clean the toothbrush before recycling. Depending on local facilities, these items may be placed in specific recycling streams or collected through dedicated schemes.

## Appendix 1 – Detailed guidance to supervised toothbrushing in a dry area

1. Staff and children (under supervision) should wash their hands or use hand sanitiser before and after the toothbrushing session to prevent cross-infection. The eleven-stage (NHS) handwashing technique included in tool 09, or local early years guidance, should be followed. Supervisors and children should cover any cuts, abrasions or breaks in the skin with a waterproof dressing before starting the toothbrushing session.
2. The surface or area should be cleaned with standard household cleaning products prior to starting the toothbrushing session.
3. Children should be seated either at a table or on a carpeted area so toothbrushing can be done in a coordinated way. The surrounding area should be easy to clean.
4. Children, under supervision, can collect their own toothbrush from the storage system. Each child's toothbrush should be identified from the number/ other (if more than four systems are being used in a setting) identification (ID) 'symbols' found on the toothbrushes and storage rack (updated on the identification record provided - tool 10). Toothbrushes should be replaced termly/as soon as they have splayed bristles or become contaminated.
5. The regular brushes will come with the number ID symbols matching the storage rack, but the 3-way brushes will not. This makes it easier to use 3-way brushes to be used as required and match to a free 'slot' in the rack. The number within the rack can then be written on the toothbrush using a marker.
6. 1450ppm fluoride toothpaste (provided by the ATS programme) should be used. Each toothpaste tube has a 12-month shelf life once opened. When a tube of toothpaste is shared, the toothpaste must **not** be dispensed directly onto the toothbrushes. Staff should dispense the correct amount of toothpaste onto a clean paper/plastic plate or a paper towel for the child to put onto their own toothbrush. There must be sufficient space between each amount of toothpaste to prevent cross contamination. The correct amount of toothpaste is shown in the images below:



Under 3 years of age a smear of paste



3 years + a pea-size amount of paste

7. Children should brush for two minutes. A toothbrush timer, song or toothbrushing app can be used to encourage the children to brush for the required time. Links to these can be found in the Making Toothbrushing Fun ('Links') section of this manual (tool 19).
8. Staff should always supervise children during toothbrushing encouraging them to brush their teeth independently. Remember it is important to encourage them to brush all teeth and surfaces including the back ones.
9. Children often find the "gentle scrub" or "circular" technique easiest to use.

10. Children should be encouraged to spit out excess toothpaste into a paper towel or tissue, but not to rinse during or after brushing. The tissue or paper towel should be disposed of immediately in a waste bag. This helps the fluoride stay in contact with the teeth for a longer period. They should be discouraged from swallowing toothpaste and toothpaste should not be re-applied if swallowed.
11. If a toothbrush becomes contaminated (i.e., dropped on the floor or comes into contact with another brush) it should be replaced immediately.
12. Immediately after brushing, each child under supervision or staff member should rinse the toothbrush thoroughly under cold running water. Toothpaste should not be allowed to dry on the brush. Water should be left running to reduce the need to touch the tap. The child or staff member should then return the toothbrush to the correct place in the storage rack (matching the ID symbols) to air dry. Toothbrushes should not be washed together in a sink or come into contact with the sink/tap.
13. After toothbrushing is complete children and supervisors should wash their hands with soap and water or use sanitiser.
14. If reusable plates are used to dispense toothpaste, they should be washed in warm water using household detergent.
15. All areas used should be cleaned down with COSHH approved household detergent using household gloves.
16. The daily toothbrushing record (tool 11) must be updated and kept in the room where supervised toothbrushing takes place. This should identify all children participating in the programme and indicate whether a child has taken part or not. It may be easier and less time consuming to record only those not willing to brush on the day or those absent. This record will also be used for monitoring purposes.
17. Storage systems should not be placed close to toilet areas or directly beside children while they are carrying out toothbrushing. They must be cleaned as necessary, at least weekly, with warm water and household detergent. Disinfectant wipes should not be used. After use, toothbrushes and the storage system should be given time to air dry. The toothbrushing storage system should be placed in a cupboard, drawer or on a shelf out of reach of the children.
18. Name label (transfers) will be provided to allow the re-use of toothbrush storage racks when classes/ groups of children change but it is important to ensure old labels are removed, with the storage rack thoroughly cleaned, before replacing labels.

## Tools

The following tools and resources are to support your setting to deliver the Supervised Toothbrushing programme. Where possible, the tools have been taken from the National evidence-base (OHID Toolkit) and adapted slightly to include local ATS processes and branding:

- 01 - Staff training record
- 02 - Staff training certificate
- 03 - Quality standard record for staff
- 04 - Supervised toothbrushing setting risk assessment for dry brushing
- 05 - Sample parent letter - Early Years
- 06 - Sample parent letter – Schools
- 07 - Information and consent form
- 08 - Media consent
- 09 - Best way to wash hands - NHS guidance
- 10 - Toothbrush identification record
- 11 - Daily toothbrushing record
- 12 - Home toothbrushing chart
- 13 - 'We're All Together Smiling' poster
- 14 - Top tips for toothbrushing (oral health key message leaflet)
- 15 - Home toothbrushing certificate
- 16 - Quality assurance (self-assessment) monitoring tool
- 17 - Training evaluation form
- 18 - Supervised toothbrushing (train the trainer) training register
- 19 - Make toothbrushing fun (links)
- 20 - All Together Smiling Infographic
- 21 - Sample Letter to settings (based on Knowsley example)
- 22 - Training registration process



### 01 - Staff Training Record

I have attended supervised toothbrushing training (please enter details below)

Staff Name	Role	Training delivered by	Date of Training	Signature of staff member



## 02 - Staff Training Certificate (Supervised Toothbrushing training)



ATS STB Training -  
Certificate of Complet





### Certificate of Completion

This certificate acknowledges the completion of

### All Together Smiling Supervised Toothbrushing Training

**This training has the following learning outcomes:**

- The requirements of Supervised Toothbrushing Programme
  - Observing local consenting procedures
  - The rationale for infection control and procedures
- The delivery of a supervised toothbrushing programme
  - Key messages for oral health care at home

\_\_\_\_\_ has completed the above training

Signed: \_\_\_\_\_

Date completed: \_\_\_\_\_



### 03 - Quality Standard Record for Staff

I have read and understood the quality standards for the supervised toothbrushing scheme (please enter details below)

Staff Name	Role	Date	Signature of staff member

## 04 - Supervised Toothbrushing Setting Risk Assessment for Dry Brushing

Name of setting:

[Please add, delete, or amend any risks dependant on your individual setting]

Number	Identify Hazard	Who may be harmed?	What are the risks?	What can be done to remove or lessen the risk?	Completed by and date?
1. Potential hazards & managing risks whilst preparing to implement toothbrushing					
1a	Cuts and abrasions to staff and children	All staff and children participating	Potential ingress and transfer of bacteria/germs	Ensure waterproof dressings are used to cover cuts and abrasions on staff and children. Ensure staff are trained and have read Infection Prevention guidelines.	
1b	Staff & children may not wash or sanitise hands thoroughly.	All staff and children participating	Transfer of bacteria/germs to children who are brushing	Ensure all staff have attended training & read IPC guidelines in the manual (page 7). Children to be well supervised at all times. Regular QA monitoring undertaken by the supervised toothbrushing lead in the setting, using the Quality Assurance Monitoring Tool.	
1c	Toothpaste may spill onto the floor when lead/ supervisor is dispensing paste onto a paper towel/ plastic plate or when children transfer paste from paper towel to toothbrush.	All staff and children participating	Children touch or ingest paste resulting in potential contamination. Someone may slip on the paste.	Paste is only dispensed onto paper towel or plastic plate whilst on the table. Children are made aware of how to handle paper towel and transfer paste to brush. Any spillage is cleaned immediately	
1d	A toothbrush may touch more than one amount of paste when transferring dispensed paste from a plastic plate to a toothbrush.	Children	Cross contamination	Ensure adequate space between each amount of dispensed toothpaste if using a plastic plate or staff load the toothbrush (Sanitize hands in-between each application).	

Number	Identify Hazard	Who may be harmed?	What are the risks?	What can be done to remove or lessen the risk?	Completed by and date?
2. Potential hazards & managing risks whilst preparing to implement toothbrushing					
2a	Children picking up incorrect toothbrush	Other participating children	Transfer of bacteria/germs	Children are always well supervised. (and confirm to staff which is their toothbrush before removing it from the rack)	
2b	Toothbrushes can touch if children are too close.	Other children	Spreading bacteria/germs	Ensure sufficient space between children.	
2c	Spillage or droplets created when spitting out excess paste during or after brushing.	Staff and children	Cross contamination	Ensure sufficient space between children. Encourage children to put paper towel to mouth before spitting out. Staff demonstrate process before commencing brushing.	
2d	Toothbrushes may drop onto the floor.	Children	Contamination from soiled brush to other children	Ensure any toothbrushes which fall onto the floor are immediately discarded and replaced. Ensure spare stock is readily available	
2e	Used paper towels/tissues.	Staff and children	Cross contamination	Ensure any used tissues or paper are disposed of immediately after brushing in a refuse bag.	
3. Potential hazards and managing risks during cleaning and storing of toothbrushes					
3a	Children rinsing toothbrushes following use	Staff and children	Cross contamination from brushes touching sink or taps, or from children frequently touching taps.	Staff closely always supervise children. Where possible, taps are left running. Only one child rinses their own toothbrush at the sink at a time.	
3b	Toothbrush is not replaced in the correct place in the rack.	Children	Cross contamination if a child uses wrong toothbrush.	Staff closely supervise children at all times, and ensure each child replaces toothbrush into correct place/hole. Toothbrush Identification record should be at hand.	

Number	Identify Hazard	Who may be harmed?	What are the risks?	What can be done to remove or lessen the risk?	Completed by and date?
3. Potential hazards and managing risks during cleaning and storing of toothbrushes					
3c	Rack used to transfer brushes to sink for rinsing.	Staff and Children	Cross contamination to rack and brushes.	Where possible children rinse their own toothbrush.  Where racks are used to transfer brushes to a sink, these must be washed with warm water and household detergent before returning toothbrush to rack.  Brushes MUST NOT come into contact with each other at any time, and should be placed on a clean paper towel, with adequate spacing, whilst rack is cleaned.	
3d	Contamination	Children	Cross contamination via droplet.	Storage rack MUST NOT be placed directly beside where brushing takes place or besides the toilet area.	
3e	Toothbrushes are incorrectly handled by other children	Children	Cross contamination via droplet or contact spread.	Children are made aware of their own number to locate their brush in the rack.  Staff closely supervise children.  Brushes in racks are stored out of reach of children, in designated toothbrush storage trolley, shelf or a clean, dry cupboard when not in use.	
3f	Contamination on surfaces following brushing session	Children and Staff	Cross contamination.	All areas where brushing takes place should be easy to clean. All areas where brushing has taken place, including sinks, to be cleaned by staff using household detergent. Household gloves, dedicated for this purpose are used. Storage racks should be cleaned and dried weekly with warm water and household detergent	

Date completed:.....

Review Date (within 3 months of commencement and annually thereafter):.....

Completed and signed by: (Manager/headteacher and Lead Person).....



## 05 - Sample Parent Letter - Early Years settings

[Insert setting details]

Dear Parent or Person with Parental Responsibility,

**Re: All Together Smiling Supervised Toothbrushing Programme**

The All Together Smiling programme (hosted by Beyond, the Children & Young People's Transformation Programme for Cheshire & Merseyside) have contacted our setting to invite us to get involved in an exciting new scheme to help keep our children's teeth healthy.

All Together Smiling is a daily supervised toothbrushing scheme for children aged 2-7 years. Staff will receive up to date training on how to deliver the scheme and resources (including a delivery guidance manual, toothbrushes, toothpastes etc) will be supplied to us free of charge. Supervised toothbrushing is designed to work alongside home toothbrushing and participating children will also receive FREE packs to use at home.

Your child can only take part in the scheme if you complete and return consent in the Information and Consent form that will be sent home with your child.

If you would like to discuss the scheme further, please do not hesitate to contact me.

Yours sincerely,

[name/ signature]

## 06 - Sample Parent Letter – School (nursery, reception and primary)

[Insert setting details]

Dear Parent or Person with Parental Responsibility,

### **Re: All Together Smiling Supervised Toothbrushing Scheme**

The All Together Smiling programme (hosted by Beyond, the Children & Young People's Transformation Programme for Cheshire & Merseyside) have contacted our school to invite the nursery and reception class to get involved in an exciting new scheme to help keep our child's teeth healthy.

All Together Smiling is a daily supervised toothbrushing scheme for children aged 2-7 years. Staff will receive up to date training on how to deliver the scheme and resources (including a delivery guidance manual, toothbrushes, toothpastes etc) will be supplied to us free of charge. Supervised toothbrushing is designed to work alongside home toothbrushing and participating children will also receive FREE packs to use at home.

Your child can only take part in the scheme if you complete and return consent in the Information and Consent form that will be sent home with your child.

If you would like to discuss the scheme further, please do not hesitate to contact me.

Yours sincerely,

[name/ signature]

## 07 - Information and Consent Form

Welcome to the All Together Smiling Supervised Toothbrushing Programme. Young children in Cheshire & Merseyside have some of the worst rates of tooth decay in country. Tooth decay causes pain, sleepless nights, and time off nursery or school but the good news is that it is largely preventable.

- What is All Together Smiling?

An exciting supervised toothbrushing scheme that is being offered to all 2–7-year-olds in your child’s nursery or school to help keep their teeth healthy.

- How will it happen?

Staff in the setting will be trained and supported by the All Together Smiling programme to deliver supervised toothbrushing schemes daily at nursery or school.

Each child will be given their own toothbrush (identifiable by a number/ symbol) for toothbrushing in the setting and regular toothbrushing packs to take home for you to help brush their teeth at home. Items for the supervised toothbrushing in the setting will be provided to us free of charge and replacements will also be provided as required.

- At home you can help with brushing too

Brush your child’s teeth at home twice a day, especially last thing at night before bed. Children need your help with toothbrushing until they are around 7 years old. Use a family fluoride toothpaste, that’s one with 1450 parts per million (ppm) fluoride. You can find this in the list of ingredients and the take home packs provided will also include this amount of fluoride. Encourage your child to spit out and not rinse out after brushing. Toothbrushing being carried out in the setting is in addition and does not replace brushing at home. The correct amount of toothpaste is shown in the images below:



Under 3 years of age a smear of paste



3 years + a pea-size amount of paste

Try to make toothbrushing fun, by using songs, apps or timers while brush together.

Instructions

Please complete the consent form below and return it to the early years setting or school.

(Cut or tear here)

-----

**All Together Smiling Supervised Toothbrushing Consent**

Your child can only take part in this scheme if the consent form below is completed by the parent or person with parental responsibility and returned to the early years setting or school.

**(please tick one box below)**

I would **like** my child to take part in All Together Smiling

I would **not like** my child to take part in All Together Smiling

If not, please say why you do not want your child to take part:

Name of setting

Child's name

Room/Class/Year

Signature of parent/person  
with parental responsibility

Print Name

Date

I understand that by agreeing to my child taking part in the supervised toothbrushing scheme, I am consenting to his/her data being shared with the nursery or school setting.

*This information will be collected and stored securely by the setting so that the staff know which children have consented to take part. It will also be used to help monitor the number of children taking part in the scheme. Consent will be held within the setting for the duration they are registered in our setting, and duration of this scheme. If you would like to withdraw consent at any time, please inform the setting and this will be respected.*

**Note** - the above information and consent form is also provided in the top five most spoken languages across Cheshire & Merseyside (Arabic, Chinese, Polish, Portuguese, Romanian) – see supplementary 'tools' zip folder.



## 08 - Media Consent

The Beyond (children and young people’s transformation programme for Cheshire & Merseyside) media consent form is available if required upon request. Please contact the ATS team to request access – [alltogethersmiling@alderhey.nhs.uk](mailto:alltogethersmiling@alderhey.nhs.uk).

## 09 - Best way to wash hands – NHS guidance

<https://www.nhs.uk/live-well/best-way-to-wash-your-hands/>





### 10 - Toothbrush Identification Record

Please enter the colour of the toothbrush storage rack and details of all children taking part in supervised toothbrushing.

Storage rack colour:

Number/ symbol	Child's name	Toothbrush Colour

Number/ symbol	Child's name	Toothbrush Colour

Storage rack colour:

Number/ symbol	Child's name	Toothbrush Colour

Number/ symbol	Child's name	Toothbrush Colour





Brush and shine in  
Cheshire & Merseyside

# Home Toothbrushing Chart

## Get into the toothbrushing habit!

Monday      Tuesday      Wednesday      Thursday      Friday      Saturday      Sunday



<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------



<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Don't forget to keep going!

✓ Tick each box when you have brushed your teeth at home.

Brush your teeth at home twice a day. Once before bed and one other time, as well as brushing at nursery or school.

When your chart is complete, return it to your nursery or school to receive your Toothbrushing Certificate!



Cheshire and Merseyside



Brush and shine in  
Cheshire & Merseyside

# We're All Together Smiling!

**Supervised Toothbrushing Programme**

**Please speak to staff for more details if  
you would like your child to take part**

## 14 - Top tips for toothbrushing (Oral Health key message leaflet)



All Together Smiling leaflet v6 13

**Helping your child brush their teeth**

Brush and Shine in Cheshire & Merseyside

For more advice on children's toothbrushing in English and other languages please visit:

[bspd.co.uk/Patients/PatientInfo](https://bspd.co.uk/Patients/PatientInfo)

**Children under the age of 7 should:**

- ✓ **Brush twice a day**
- ✓ **Use family fluoride toothpaste (1450ppm)**
- ✓ **Spit don't rinse after toothbrushing**
- ✓ **Be supervised by an adult while they brush their teeth**

**Under 3 years of age**  
a smear amount of toothpaste

**3 years +**  
a pea-size amount of toothpaste



Brush and shine in  
Cheshire & Merseyside

**NHS**

Cheshire and Merseyside

# Toothbrushing Certificate

**Well done!**



This is to certify that

is into the toothbrushing habit and is  
brushing their teeth twice a day to keep  
them sparkly and white!





## 16 - Quality Assurance (self-assessment) Monitoring Tool

Name of setting

Oral Health champion/ Lead person/ practitioner

Type of setting

Number of children taking part today

Member of staff undertaking monitoring

Time from start to finish

Room/class

Date

Number of children with consent

Time of the day toothbrushing undertaken

Criteria	Achieved/Not Achieved/ N/A	Evidence	Action Required
<b>Risk Assessment</b>			
1.1 Risk assessment has been completed and approved by the setting lead/ champion prior to implementation.		Completed risk assessment covering all required elements	
<b>Consent</b>			
2.1 Parental consent has been received for all participating children.		Lead person to confirm	
2.2 Consent forms are stored in accordance with GDPR regulations.		Lead person to confirm	
<b>Staff Training</b>			
3.1 All staff involved in the scheme have attended training arranged by the All Together Smiling Team or the lead person (who has received training by All Together Smiling) in the setting (train the trainer model).		Completed staff training record	
3.2 All staff involved in the scheme have signed the record to confirm that they have read and understood the quality standards.		Completed staff quality standards record	
<b>Supervised Toothbrushing</b>			
4.1 A record for identifying each child's toothbrush is maintained.		Completed Toothbrush Identification Record	
4.2 A record of daily toothbrushing is completed to identify any children who have not taken part.		Completed Daily Toothbrushing Record or register	

Criteria	Achieved/Not Achieved/ N/A	Evidence	Action Required
<b>Quality Standards</b>			
4.3 Any surfaces/tables are prepared/cleaned with household detergent before toothbrushing commences.		Observation	
4.4 Staff and children wash hands with soap and water or decontaminate with hand sanitiser before toothbrushing.		Observation/Discussion	
4.5 Supervisors and children cover any cuts abrasions or breaks in the skin with waterproof dressings.		Observation	
4.6 Staff wear single use disposable gloves if assisting a child with toothbrushing. After glove removal, hands are washed or decontaminated. A new pair of gloves are worn if assisting with another child		Observation	
4.7 Toothbrushes are handed out to children or children collect them.		Observation	
4.8 Staff dispense the correct amount of toothpaste onto a plastic/paper plate or paper towel: smear for under 3 years and pea size for those 3 years and over.		Observation	
4.9 There is sufficient space in between each amount of toothpaste.		Observation	
4.10 Staff or children transfer toothpaste from the plate or paper towel onto the brush.		Observation	
4.11 All children are provided with a paper towel or tissue to spit excess toothpaste into.		Observation	
4.12 Staff supervise toothbrushing for up to 2 minutes.		Observation	

Criteria	Achieved/Not Achieved/N/A	Evidence	Action Required
<b>Quality Standards</b>			
4.13 Staff encourage children to spit out excess toothpaste into a paper towel/tissue during and after brushing.		Observation	
4.14 Toothbrushes are replaced every term.		Observation/Discussion	
4.15 Toothbrushes are replaced when the bristles splay or if they become contaminated e.g., fall onto the floor.		Observation/Discussion	
<b>After Toothbrushing</b>			
5.1 Children (under supervision) or staff rinse toothbrushes individually with cold water, before returning to storage systems.		Observation	
5.2 The toothbrush does not touch the sink or taps whilst rinsing them.		Observation	
5.3 Individual children do not turn the taps on or off.		Observation	
5.4 Children do not rinse their mouths.		Observation	
5.5 Children do not put their toothbrushes back in their mouth after rinsing them.		Observation	

5.6 Paper towels or tissues are disposed of appropriately.		observation	
5.7 Children wash hands or decontaminate with hand sanitiser.		Observation	
<b>Clean Down - After Toothbrushing</b>			
6.1 Staff wear dedicated household gloves when cleaning sinks and surfaces, following toothbrushing.		Observation	
6.2 All sinks and surfaces are cleaned down.		Observation	
6.3 Plastic plates (if used) are cleaned using household detergent.		Observation	
6.4 Staff wash hands with soap and water or decontaminate with hand sanitiser.		Observation	
<b>Criteria</b>	<b>Achieved/Not Achieved/N/A</b>	<b>Evidence</b>	<b>Action Required</b>
<b>Storage Systems</b>			
7.1 Storage systems provided by the All Together Smiling programme are used.		Observation	
7.2 Separate storage systems are used for each group or class.		Observation	
7.3 Toothbrush storage systems are in good condition (no cracks) cleaned, rinsed, and dried at least once per week (more if soiled) with warm water and household detergent.		Observation	

<p>7.4 If storage systems are used for transferring brushes for rinsing after brushing, they are cleaned daily and prior to re-inserting. All brushes are cleaned individually and do not come into contact with each other.</p>		<p>Observation</p>	
<p>7.5 Toothbrush storage systems are stored in a designated toothbrush trolley or a clean, dry cupboard or shelf out of reach of children.</p>		<p>Observation</p>	
<p><b>Quality Assurance Visit</b></p>			
<p>8.1 Supervised toothbrushing is being delivered safely and effectively.</p>			
<p>8.2 Next QA assessment to be undertaken.</p>			



### Quality Assurance Summary

**Completed by**

**Signed (setting lead)**



## 17 - All Together Smiling Supervised Toothbrushing Training Evaluation

Setting Name ..... Date .....

Please take a few minutes to complete this training evaluation form. Thank you.

1. Prior to completing the training how would you rate your confidence when supervising a child with their toothbrushing?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

2. Upon completing the training how confident do you feel supervising a child with their toothbrushing?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

3. Do you feel that this training session has been valuable to you within your role?

Yes	No	Unsure
-----	----	--------

4. If 'No' to question 3 - could you give us more details as to why?

5. Which part of today's session did you find the most useful?

6. Do you feel that you have received appropriate information?

Yes	No	Unsure
-----	----	--------

7. How will you put this learning into practice and how do you think it will benefit your setting?

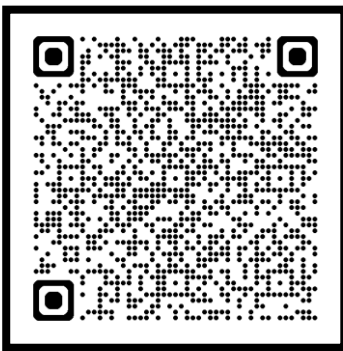


8. Would you like to make any further comments?

Please re-turn any completed paper-based feedback forms by scanning on email to [alltogethersmiling@alderhey.nhs.uk](mailto:alltogethersmiling@alderhey.nhs.uk). Alternatively, you can complete this evaluation form digitally:

**All Together Smiling Supervised Toothbrushing Training Evaluation**

[https://forms.office.com/Pages/ResponsePage.aspx?id=k4kmGBWks00\\_JZihAAWFVhCORjXSbO9FnXFecTTqNetUN0gwVUJSVjBaRkdEV0NZNkZCMUE4TUI4Ry4u&origin=QRCode](https://forms.office.com/Pages/ResponsePage.aspx?id=k4kmGBWks00_JZihAAWFVhCORjXSbO9FnXFecTTqNetUN0gwVUJSVjBaRkdEV0NZNkZCMUE4TUI4Ry4u&origin=QRCode)





### 18 - Supervised toothbrushing (train the trainer) training register

Venue: .....

Date and Time: .....

Training delivered by: .....

Name of staff	Role	Date Trained

## 19 - Making Toothbrushing Fun!

Try to make toothbrushing fun, by playing songs, using apps or timers whilst toothbrushing is taking place:



### Hey Duggee -Toothbrushing Song

Join Duggee and the Squirrels for 2 minutes of toothbrushing with this catchy song but remember not to wet the toothbrush before applying toothpaste.



### Sesame Street – Healthy teeth, Healthy me

Join Elmo and his friends and get brushy brush brushing.



### Super Simple Songs - Brush Your Teeth

Sing along with 3 smiley monsters who brush morning and night.



### Finny The Shark – Brush Your Teeth

Finny and friends are brushing their teeth and staying clean and healthy.

## 20 - All Together Smiling Infographic



# All Together Smiling Cheshire & Merseyside Supervised Toothbrushing Programme



### WHAT IS ALL TOGETHER SMILING?

All Together Smiling (ATS) is a 3-year evidence-based supervised toothbrushing programme that commenced in April 2024. The programme aims to tackle tooth decay amongst children most at risk, focusing on those aged **2-7 years** within the **20% most deprived communities** across Cheshire & Merseyside. Through supervised toothbrushing in early years and school settings within these communities, the programme will encourage positive oral health habits and help to combat existing disparities in oral health outcomes.

### WHAT IS SUPERVISED TOOTHBRUSHING (STB)?

STB is a programme whereby children brush their teeth daily at their nursery or school. STB has shown a reduction in health inequalities, with children at greatest risk of dental caries (tooth decay) receiving the greatest benefit, including children with Special Education Needs and Disabilities (SEND) (Public Health England, 2016).

### WHY IS IT IMPORTANT?

Maintaining good oral health is part of the national curriculum for children in nurseries and schools. Tooth decay is the most common dental problem in children and can cause toothache and problems with eating, sleeping and learning. It can also stop children from doing things they enjoy.

STB programmes help children to brush their teeth from a young age as part of their daily routine and also help to create healthy toothbrushing habits at home too!

### WHAT SUPPORT WILL WE RECEIVE?

A free programme including the following support:

- ATS are working closely with Local Authority colleagues to support eligible settings and staff working within to implement daily toothbrushing programmes.
- Flexible training offer for staff including ongoing support.
- Programme delivery manual including national guidance on how to implement STB and tools such as information and consent forms, training trackers, cleaning charts etc.

ATS delivery consumables will be provided on a termly basis to participating settings:

- Age-appropriate toothbrushes (including option for children with SEND).
- Fluoride toothpastes (including option for children with SEND).
- Regular oral health take home packs (including a toothbrush, toothpaste and oral health key message leaflet [regular and SEND packs]).
- Toothbrush storage racks and identification icons.

For more information on the roles and responsibilities of settings, or how your setting can take part, please contact your Local Authority directly or the All Together Smiling team:

[alltogethersmiling@alderhey.nhs.uk](mailto:alltogethersmiling@alderhey.nhs.uk)

Scan here to read the Office of Health Improvement and Disparities STB evidence-base:



## 21 - Sample Letter to settings (based on Knowsley example)

Address

Email

Phone number

Date

Dear \*name of provider\*,

I am writing to inform you about the All Together Smiling Supervised Toothbrushing Programme available to all Early Years and Primary School settings in (Insert local authority). The All Together Smiling Supervised Toothbrushing Programme would like to offer children aged 2-7 years in your setting the opportunity to take part in daily supervised toothbrushing.

Staff in settings signed up to the programme will be trained to the supervised toothbrushing scheme and provided with FREE training via the training provider. On completion of the training, your setting will be provided with FREE resources from All Together Smiling, including toothpaste, toothbrushes and storage systems. This will also include termly take-home packs for the children to help with encouraging daily toothbrushing at home too.

Over the past few decades dental health across the UK has improved considerably, despite these improvements tooth decay remains the most common reason that children aged five to nine years require admission to hospital, in many cases requiring general anaesthetic for tooth extraction, in England (2023/24) this cost the NHS £45.8 million. In 2024, 31.2% of five-year-old children in Cheshire & Merseyside experienced tooth decay compared to an average of 22.4% across England'.

In relation to children, poor oral health can affect their ability to sleep, eat, speak, play, learn and develop. Tooth decay is also a contributing factor to school absence, recent research about extractions in children in Northwest hospitals found that 26% had missed days from school because of dental pain and infection. Good oral health can contribute to "school readiness" and general wellbeing. To get the full benefit from education, children need to enter school ready to learn, be healthy and be prepared emotionally, behaviourally and socially. By reaching children and parents in the early years and primary schools there is an opportunity to positively change outcomes for children by reducing or even eliminating tooth decay.

Encouraging regular dental attendance, maintaining good oral health and a healthy diet in childhood will almost inevitably reduce the risks in later life.

Evidence suggests schools and nurseries who take part in a supervised daily toothbrushing programme can have a significant positive impact on levels of tooth decay in the local area.

By offering this programme in your setting you will provide a suitable supportive environment for your children to take part in an activity that will help establish lifelong behaviour that supports good oral health.

If you wish to participate in this FREE programme, please send an email to (Insert local authority email) and someone will contact you to arrange a visit at your convenience.

Kind regards,

(Insert name)

## 22 – Training registration and consumables ordering processes



### All Together Smiling Training registration and consumables ordering process



Supervised Toothbrushing training, consumables and ongoing support is available for early years settings and schools (up to and including KS1) participating in the All Together Smiling supervised toothbrushing programme across Cheshire and Merseyside.

#### Training Registration

Training is available in 3 formats to support accessibility:

1. Face-to-face group training (3 hours)
2. Online group training (2.5 hours)
3. Digital (to complete in your own time)

Group-based sessions will include day and early evening options



To register your setting, please complete the quick sign up form – you can indicate your preferred training option, time of day and which term you would like to train and implement supervised toothbrushing.

**Click this [link](#) or use the QR code**



#### Consumables ordering

On completion of training, **follow this [link](#) or use the QR code** to arrange delivery of consumables with the All Together Smiling programme.



Orders will be automatically repeated in advance of each term.



## Acknowledgements

This manual has been adapted from the Brilliant Brushers Toolkit Developed by The Health Healthy Smile Team, Shropshire Community Health NHS Trust.

The All Together Smiling team would like to acknowledge that the manual follows guidance based on:

- Office of Health Improvement & Disparities (OHID, 2025): Commissioning and delivering supervised toothbrushing schemes in early years and school settings (based on the Public Health England 2014 toolkit).  
<https://www.gov.uk/government/publications/improving-oral-health-supervised-tooth-brushing-programme-toolkit/commissioning-and-delivering-supervised-toothbrushing-schemes-in-early-years-and-school-settings>
- Public Health England, COVID-19: guidance for supervised toothbrushing programmes in early years and school settings (2020)
- BRUSH: Supervised Toothbrushing toolkit - <https://www.supervisedtoothbrushing.com/>

The manual has been reviewed and approved by NHS England NW Dental Public Health Team with further updates made and approved upon consultation during programme trailblazers.

The All Together Smiling programme team can be contacted by using the following email:  
[alltogethersmiling@alderhey.nhs.uk](mailto:alltogethersmiling@alderhey.nhs.uk)

This programme is being delivered by all Local Authorities across Cheshire & Merseyside in partnership with eligible delivery settings and local partner organisations:



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