



6.4 Nappy changing

Policy statement

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We provide nappy changing facilities and exercise good hygiene practices to accommodate children who are not yet toilet trained. We see toilet training as a self-care skill that children can learn with the full support and non-judgemental concern of adults.

Procedures

- Nappy changing is carried out in the Disabled Toilet area to ensure that children can maintain their privacy and dignity at all times. However, the door to this area must remain open whilst changing is taking place to ensure that they are in sight of other staff members to safeguard the child and staff member.
- Staff members are then required to complete a nappy or clothes changing slip for the parents which is signed and then goes into the child's bag.
- A log book of nappy changing is also recorded to ensure that there is a record of the date, time and name of staff member who changed the child's nappy. Additional comments may also be noted in the log if required.
- There is a wall mounted changing mat for younger children, however most children are changed using a changing mat on the floor area.
- Children are provided with toys and other objects of interest to distract the children whilst being changed.
- Parents are asked to provide their child with a named bag with nappies, wipes and a change of clothes for each session. Bags are kept on the children's pegs.
- Staff members put on disposable gloves and aprons before changing starts and the areas are prepared. The changing mat is cleaned with anti-bacterial spray and paper towels between each child being changed and gloves are changed for each nappy change and disposed of in our chemical waste nappy bin.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- We are gentle when changing; we avoid pulling faces and making negative comments about 'nappy contents'.

- We ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- Children are encouraged to wash their hands, and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap. The sink in the disabled toilet area is at an easily accessible height for the children.
- Nappies are disposed of hygienically placed in nappy sacks and disposed in a chemical disposal bin which is replaced on a weekly basis.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.

Date to be reviewed

_____ (date)

Signed on behalf of the provider

Name of signatory

Role of signatory (e.g. chair, director or owner)
