



Nappy changing policy

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

These procedures are written in line with current guidance Early Years Foundation Stage – (EYFS). The nursery manager is responsible for ensuring all staff understand and follow these procedures.

Procedures

- Every child that wears a nappy or pullups must be checked upon arrival to the setting. All children's nappies/pullups should be changed at (approximate times 9am, 11am, after sleep/2pm, 4pm and before they go home if needed.)
- Changing areas should be warm, safe and stimulating as the experience is still a part of their learning and development as it a time to promote independence in young children.
- Gloves and aprons must be worn during each nappy change and removed at the end of each nappy change. New gloves and aprons should be worn before each nappy change.
- If any cream needs to be applied, you must change your gloves after cleaning the child and put a clean glove on to apply the cream.
- After each nappy change the nappy area including the mat must be disinfected and wiped dry ready for the next change. This should also be done before each change to ensure hygiene standards are always adhered to.
- Each child has their own basket to hand with their nappies or pull ups and wipes/cotton wool available.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- All children must be wiped from front to back for good hygiene.
- Children are encouraged to take an interest in using the toilet/potty; they may just want to sit on it and talk to a friend who is using the toilet potty. This will support the children in becoming familiarised with the toileting routine.
- Children should be encouraged to wash their hands and have soap available.
- Older children should have to access the toilet as and when they need to and are encouraged to be independent.
- Nappies and pull ups are disposed of hygienically. Any soiled nappies or pull ups should be discarded in a nappy sack and put in the allocated bin provided. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for the parent to take home.
- The nappy chart must be completed accurately after each change or when the child has been checked. The times must be recorded as well as the member of staff's initials, whether the nappy was wet, dry or soiled and if any cream etc. was applied.
- The nappy bin must be taken out to the main bin every evening or if full throughout the day and the nappy changing area must be cleaned, tidied and disinfected at the end of the day.
 - Only members of staff with a current DBS should be involved with any intimate care. If at any point you are concerned about a member of staff not abiding to this policy, you must intervene and report to your manager immediately.

All staff are required to sign to confirm they have read this policy and comply with the contents. The implementation of the policy will be monitored by nursery staff on a day to day basis. If incidences of non-compliance do occur, this will be dealt with on a case by case basis through performance management of staff.