



Nappy changing policy / procedure

Safeguarding and Welfare Requirement: Health

Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies.

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 in order to accommodate children who are not yet toilet trained.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

Procedures

- Our staff are responsible for changing their key children or back up key children in our care who are in nappies or 'pull-ups'; and change nappies once during each session, or more frequently where necessary.
- Our key persons undertake changing children in their key groups; back up key persons change them if the key person is absent.
- The children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- Each child has their own bag to hand with their nappies or pull ups and changing wipes.
- Our staff put on gloves and aprons before changing starts and the areas are prepared.
- 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 do not make inappropriate comments about children's genitals when changing their nappies.
- In addition, 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.
- We encourage children to wash their hands, and have soap and towels to hand.
- Older children access the toilet when they have the need to and are encouraged to be independent.

- Nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home.
- 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.

Procedures

Gather all the necessary items needed before each nappy change, for example, nappy, wipes, nappy sack, cream if necessary (each child should have their own named cream if required).

- Put on gloves and apron. You should use a new set of gloves and apron for each nappy change.
- Place the child on a nappy changing mat
- Remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
- If the child's clothes are soiled, you should bag them separately and send them home. You should not rinse them by hand.
- Using the wipes, clean the child from front to back and place the used wipes in the nappy sack.
- Put on a clean nappy and apply cream if necessary. Take off the gloves and apron and place them in the nappy sack (this must be placed in the child's bag for disposal at home).
- Dress the child.
- Help the child to wash their hands if this is age appropriate, using liquid soap, running water and paper towels.
- Wash your hands using liquid soap, running water and paper towels.
- Take the child back to the room or to story mat if at the end of session.
- Return to the nappy changing area and using anti-bacterial spray and paper towels to clean the changing mat, before leaving to dry and then wash and dry your hands.

This policy was adopted by	Chipstead Pre-School	<i>(name of provider)</i>
On	_____	<i>(date)</i>
Date to be reviewed	5/1/2023	<i>(date)</i>
	_____	<i>(date)</i>
	_____	<i>(date)</i>
Signed on behalf of the provider	_____	
Name of signatory	_____	
Role of signatory (e.g. chair, director or owner)	_____	