

Nappy Changing Policy

Statement of Intent

The pre-school's nappy changing policy is in accordance with the families' requests, consistent with the children's physical and emotional abilities and in compliance with Ofsted regulations. At all stages the staff member should be interacting with the child, talking about their day, singing a rhyme or counting their fingers or toes.

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 make necessary adjustments to our toileting provision and hygiene practice 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.

Method

- Young children from two years should wear 'pull ups' or other types of trainer pants as soon as they are comfortable with this and their parents agree.
- Key persons undertake changing young children in their key groups; other staff change them if the key person is absent.
- Changing areas are warm and there are safe areas to lay young children if they need to have their bottoms cleaned.
- Each young child has their own bag containing nappies or 'pull ups', wipes and cream (if necessary)
- Disposable gloves and aprons are put on by staff, before changing starts and the areas are prepared.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.) Staff must remain aware at all times of manual handling and lifting policy. (**see Health & Safety, Risk Assessment Policy**)
- In addition, key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
- Children are encouraged 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.
- They should be encouraged to wash their hands and have soap and either hand dryers or disposable paper towels for drying. They should be allowed time for some play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used for young children; young skin is delicate and anti bacterial products kill off certain good bacteria that children need to develop their own resistance to infection.
- Key persons are gentle when changing; they avoid pulling faces and making negative comment about 'nappy contents'.

Policies and Procedures

Sept 07, Sept 08, Oct 09, Oct 10, Oct 11, Oct 13, April 2015, Jan 16, Sept 17, July 19

- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and pull ups are disposed of hygienically. The nappy or pull up is bagged in the nappy bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.
- If young children are left in wet or soiled nappies/'pull ups'in the setting this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care'towards children's personal needs.
- A written record is kept of each time a member of staff changes a child's nappy.

Procedure for Nappy Changing

- A child's nappy must be changed promptly when wet or soiled.
- Staff must wear disposable gloves on both hands and a disposable apron for all nappy changes.
- A new set of gloves and apron for each child.
- Both child and staff member must wash their hands after changing a nappy.
- The nappy changing area must be away from any food preparation area.

CHILDREN MUST NEVER BE LEFT UNATTENDED ON A CHANGING MAT.

1. Make sure you have a clean nappy, wipes and any other supplies before changing the child's nappy.
2. Put a new set of gloves and a new disposable apron on.
3. Remove the child's nappy.
4. Wash and dry the child using the appropriate washing materials, supplied by the parent or carer e.g. wipe or cotton wool and warm water. Using the wipes or the cotton wool and warm water, wipe the genital area front to back.
5. If requested by parents/carer apply nappy cream parents/carer should supply their child's own cream in a named tub. (**Administering medicine form needs to be filled before this happens**).
6. Put on a clean nappy. The child may need a clean set of clothes. These should be supplied by the parents/carer.
7. Dispose of the nappy/ pull up in the nappy bin provided, along with the gloves and the apron.
8. Wash the child's hands thoroughly with antibacterial soap and warm water. Dry the child's hands with disposable paper towel.

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play-to-learn

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9. Wash down thoroughly the changing table ready for the next child by using disposable paper towel and antibacterial spray.
10. Wash your hands thoroughly with antibacterial soap and hot water. Dry your hands on disposable paper towel.
11. Write down the nappy change time and child's name on the nappy chart displayed in the changing area.

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