

NAPPY CHANGING

POLICY STATEMENT

No child is excluded from participating in our morning sessions 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 bathroom provision and hygiene practice in order to accommodate children who are not yet toilet trained in line as far as possible with the stage and procedure used at the child's home.

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

If your child is in nappies/pull ups

We ask you to bring in:

- A 'small' named bag with a spare nappies or pull ups depending on their stage of toilet training, wet wipes nappy bags, spare pants and a full change of clothes [please label with child's name]
- Key persons undertake changing young children in their key groups; the Manager, deputy or another key person are used as back up if the key person is absent.
- All key persons, casual workers and volunteers have enhanced DBS checks prior to being employed.
- All nursery staff understands that they have a 'duty of care' towards children's personal needs and that they have to follow the policy and procedures set out in this document.
- Children are changed on a clean, safe comfortable changing table in the entrance to our store in order to provide some privacy for the child. However following our safeguarding procedures the person changing the nappy can be seen by adults in the room.
- Gloves and aprons are put on before changing starts and the areas are prepared.

- The changing mat on the changing table is wiped down with anti-bacterial spray and dried before and after changing the child.
- All staffs are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, key persons ensure that nappy changing is a relaxed positive experience and a time to talk/sing while promoting some independence with getting undressed / dressed.
- Key persons are gentle when changing; using positive body language and comments.
- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- Nappies/pull ups are bagged up and disposed of hygienically in a bin specifically for nappies, in the baby changing area in the nursery foyer.
- Cloth nappies, training pants, ordinary pants that have been wet or soiled are bagged and put in the child's individual changing bag for the parent to take home. Any firm faeces will be shaken from the clothing down a toilet. Any other type of soiling will unfortunately remain on the clothes. If you would like us to dispose of any badly soiled pants please inform your child's key person.

PARENTS/CARERS please note:

- Your child will be changed once during a 3 hour session most often around 11.15/11.30am after snack.
- If soiled they will be changed immediately.
- We will endeavour in this way to ensure that your child is clean, dry and comfortable during the nursery session.
- Please check that your child is completely dry and clean before you leave them.
- Please use the nappy changing facilities situated in the Church toilet for the disabled.

Lunch club and afternoon sessions

Whilst we make every effort to be inclusive at our lunch club and afternoon sessions we have the basic statutory staff/child ratio. It is therefore advisable that during these sessions to ensure your child's personal well-being and the safety of the other children we request that your child is fully toilet trained and self-sufficient in their self-care.

Key Person's role in hygiene and safety.

- Children still in nappies/pull ups are encouraged to take an interest in using the toilet .Before snack time each key group go to the toilet area together with their key person and follow the same routine daily. Those still in nappies are made aware of how a toilet is used and asked if they would like to use it that day. There will be children within their group already using the toilet independently.
- The children sing a 'washing hands' song to teach them an effective way to do this and to reiterate the importance of washing hands after using the toilet and also before eating. They are taught how to use the toilet, steps up to the basins, turn taps on and off, manage the soap and to operate the towel dispenser safely and effectively .
- Older children access the toilet when they have the need to and are encouraged to be independent while following safe, effective practice. They are always within sight and hearing of an adult if assistance is necessary or requested. Staff will put on gloves and aprons as necessary and ensure that the children, toilet and toilet areas are clean and safe throughout the session.

This policy was adopted at a Management Committee meeting of Tilbury Nursery

Held on	_____	(date)
Date to be reviewed	_____	(date)
Signed on behalf of the Management Committee	_____	
Name of signatory	_____	
Role of signatory	_____	