

# **Birdwood Nursery Nappy Changing Procedure**

## **1. 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.

## **2. Procedures**

- All our key persons undertake changing the children who require it from the Nursery.
- Babies and young children are changed inside the toilets with a low screen allowing for supervision, but ensuring the area provides a degree of privacy for the child.
- Our changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes.
- Each child has their own nappies or pull ups and changing wipes, which are provided by the parents/ carer.
- Our staff put on gloves and aprons before changing starts and the areas are prepared.
- Once the nappy or pull-ups have been changed, the child is then dressed, and the mat is cleaned with disinfectant spray.
- The soiled nappy or pull-up will be placed in a bag and put in the bin. (Soiled clothes will be placed in a separate bag), which is then tied to the child's clothes bag and placed out of reach.
- Both the member of staff and child wash their hands after changing nappies/underwear
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- 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 and encourage them to undress and dress themselves.
- 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.
- We dispose of nappies and pull ups hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home.
- We do not have showers or bathing facilities on the premises so if a child is badly soiled, they will be cleaned to the best of our ability and placed in a clean nappy or pull-ups. If necessary, the Nursery Manager will contact the parents/carers giving them an opportunity to collect their child.
- 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.