**Purpose:**

The purpose of this guideline is to enable Teachers in educating the children on the activities of eating snacks and potty time.

**Procedure:**

* **Snacks Time**

1. Children shall wash their hands with liquid soap before eating.
2. The child’s hand shall be wiped well with a clean cloth.
3. The Teachers shall interact with children to tell about washing hands and removing dirt.
4. Children shall bring cut fruits and vegetables. The children shall not be encouraged to bring junk foods like chips, chocolate and sweets etc.
5. Sharing of food or water among children shall not be encouraged.
6. Children shall bring fork and spoon (made of plastic) for snacks time.
7. The children shall bring their own water bottle. It shall be small enough so that the children can hold it by themselves.

*Children Children time to eat.*

*Wash your hands.*

*Have a seat.*

*Talk to your friends.*

*Eat it up.*

*Then clean it up.*

1. While eating teach them dining manners.

* Hold the spoon in the right hand.
* Bend their head down while getting the food.
* Chew the food before you swallow.
* Close your mouth while chewing.

1. **Jumpstart Play Group**

* Teachers with help nannies to provide snacks to the children.
* If the child has not come out of the habit of feeding bottle, Teachers have to take help from the parents in transitioning from feeding bottle to a sipper. This can be done slowly over a period of time.
* Refer Jumpstart Play Group Guideline
* **Potty Time**

1. Each child shall be sent to the potty during potty time.
2. The Nannies shall wash their hands with the soap before handling the children.
3. Nannies shall help the child in potty time.
4. Use the word ‘potty’. The Teachers shall instruct the Nannies to use the same word and no other language shall be encouraged.
5. During diaper change, Nannies should wash their hands, so the child won’t develop any diaper rash. Soiled diapers shall be disposed in the proper way so others don’t get any infection.
6. Flush the toilet after each child uses the potty.
7. The children’s hands shall be washed after using potty.
8. The Teachers shall observe their self help skills during potty time.
9. **Jumpstart Play Group**

* Nannies have to check on the diaper periodically, say every hour. Based on the need it has to be changed.
* Nannies shall use a table to make the children lie on, to change the diaper. They shall use the restroom to change the diaper, if child refuses to lie down.
* Refer Jumpstart Play Group Guideline.