



Nappy changing and toileting

Policy Statement

All children can attend our setting whether they are toilet trained, toilet training or wearing nappies or equivalent. We work with parents/carers 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.

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.

The person in charge is responsible for ensuring that all children's changing needs are met every session.

Nappy Changing Procedures

- Information about a child's changing/toileting routine should be obtained from the parents by the key person prior to the child starting at Playgroup/wraparound. This information should be regularly reviewed and updated to ensure that the changing needs of the child are met.
- All staff are aware of the changing needs of all children during each session. This is displayed in the changing area. All children are changed at least once per session and more if required.
- Children should either wear nappies or 'pull ups' with side openings for ease of changing.
- Noticeably wet/soiled nappies will be changed as soon as is practicably possible.
- Key persons undertake changing young children in their key groups; as this is not always possible back up key persons change them, as delegated by the person in charge, if the key person is absent.
- Key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
- Key persons are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents'.
- Key persons do not make inappropriate comments about young children's genitals when changing nappies.
- 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 to hand with their nappies or 'pull ups', changing wipes and if applicable nappy cream; nappy cream will only be applied at the parents/carers request and upon receipt of a signed consent form.
- Gloves and aprons are put on before changing starts and the areas prepared.
- The changing station is wiped with antibacterial spray before use.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Nappies are put into the nappy bin which is emptied weekly
- Any wet/soiled clothing is rinsed and given to the parent/carer in a plastic bag.
- Details of nappies changed are detailed on the Record of Personal Care Form.

Toileting Procedures

- As a child moves from nappies to being fully toilet trained, the parent/carer and key person will meet and agree how best they can work together to support and assist the child during these early stages.
- Children access the toilet when they have a need to and are encouraged to eventually be independent.
- Staff members only assist children to use the toilet when it is necessary and appropriate.
- Young children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk.
- Children are encouraged to wash their hands and have soap and towels to hand. They are allowed time for some play as they explore the water and soap.
- Anti-bacterial hand wash liquid or soap is not used for young children.
- Children who are fully toilet trained are encouraged to use toilet paper to wipe themselves and flush the toilet
- Details of children changed are detailed on the Record of Personal Care Form.

Any member of staff changing a child will always make another member of staff aware that they are about to do so beforehand.

If young children are left in wet or soiled nappies, 'pull ups' or clothes in the setting, this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care' towards children's personal needs.

This Nappy Changing Policy and procedure was passed by use of Bryn Coch Club (CIO#1196346)	
Date	
By	Position
Review Date	