



INTIMATE CARE & NAPPY CHANGING POLICY

Policy Statement

Children's privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration, and learning.

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.

No child is excluded from our pre-school for the reason of not yet being toilet trained or for still wearing nappies or the equivalent. We work with parents towards toilet training when the child is ready.

Procedures

- We provide suitable hygienic changing facilities for changing any children who are in nappies.
- The changing area is warm and there is a safe area to lay young children if they need to have their bottoms cleaned.
- Children are usually changed within sight or hearing of other staff whilst always maintaining their dignity and privacy.
- Only persons with an Enhanced Disclosure and Barring Services (DBS) Certificate will be allowed to change nappies or toilet children.
- Staff will inform another member of staff in the setting prior to taking a child to be changed or to use the toilet.
- Key persons have a list of children's toileting needs. There is also a list in the nappy changing area.
- Where possible, key persons undertake changing and toileting children within their key group, in their absence they will be backed up by their key person buddy.
- Key persons will take the child's bag along to the bathroom with them, to ensure they have everything to hand when changing children.

INTIMATE CARE & NAPPY CHANGING POLICY (continued)

- Gloves and aprons are put on before each change and the area prepared.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- The changing mat is wiped with anti-bacterial spray and paper towels in between each change.
- Staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- Staff ensure that nappy changing is relaxed and a time to promote independence in young children.
- If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
- Staff are gentle when changing; they avoid pulling faces or making comments about “nappy contents”.
- Wipes or cotton wool and water are used to clean the child. Where cultural practices involve children being washed and dried with towels, staff aim to make reasonable adjustments to achieve the desired results in consultation with the child’s parents/carers. Where this is not possible it is explained to parents/carers the reasons why. The use of wipes or cotton wool and water achieves the same outcome whilst reducing the risk of cross infection from items such as towels that are not ‘single use’ or disposable.
- Staff do not make inappropriate comments about young children’s genitals nor attempt to pull back a baby boy’s foreskin to clean unless there is a genuine need to do so for hygiene purposes.
- Sometimes a child may have a sore bottom. This may have happened at home because of poor care or the child may have eaten something that, when passed, created some soreness. The child also may be allergic to a product being used. This will be noted by staff and discussed with the parent and a plan devised and agreed to help heal the soreness.
- Nappies or pull ups are disposed of hygienically in a tied nappy bag, that is then placed into the yellow secure nappy bin and emptied at the end of the day.
- Any clothing that has been soiled will be rinsed before being bagged for the parents to take home.
- Young children are encouraged to take an interest in using the toilet.



INTIMATE CARE & NAPPY CHANGING POLICY (continued)

- Children are encouraged to wash their hands and have soap and paper towels to hand.
- Anti-bacterial hand wash liquid or soap should not be used for young children.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Staff do not wipe older children's bottoms unless there is a need, or unless the child has asked.
- Parents/carers are encouraged to provide enough changes of clothes for 'accidents' when children are potty training.
- We have an adequate supply of clean blankets, spare clothes and any other necessary items.
- If young children are left in wet or soiled nappies/clothes whilst in the setting, this may constitute neglect and will be a disciplinary matter. We have "a duty of care" towards children's personal needs.