



NAPPY CHANGING/TOILETING POLICY

Safeguarding and Welfare Requirements / 3.27, 3.28, 3.60



At Precious Memories Day Nursery we recognise that strict procedures and guidelines are in place and MUST be adhered to when changing nappies and supervising toileting.

- Children who need personal care must have their privacy and dignity respected.
- Only educators who hold a current Precious Memories Day Nursery CRB or a DBS clearance are allowed to change nappies, assist with toileting or personal care routines.
- Under no circumstances should a volunteer or student be asked to provide personal care for a child.
- Nappies are changed in appropriate areas only.
- Staff should see changing a child's nappy as an enjoyable and educational experience and should have appropriate dialogue with a child during this process.
- Disposable gloves and a white apron are worn for each nappy change.
- The changing mat is wiped after each nappy change, using an anti-bacterial spray and disposable cloth.
- All items are disposed of in the nappy bin provided.
- The educator's hands are washed with soap after each routine is carried out.
- Babies and young children are cleaned using warm water and cotton wool only and/or wipes.
- Proprietary creams and wipes may only be used at the signed request of the parent/carer.

- With regard to older children, the educator will ensure that their personal independence skills are promoted, with supervision if required.
- Gloves are worn when changing wet or soiled pants.
- All routines are prominently displayed in appropriate areas.
- A record is maintained of all nappies changed for the younger children and toileting accidents/changes for the older children.
- The nappy area is regularly risk assessed.
- All educators should be aware that lifting and handling is part of their daily duties. It is the responsibility of a trained educator to instruct any untrained educators of the correct procedures in this area.
- A risk assessment must be written when a child needs lifting because of their toileting needs. Educators should follow the risk assessment appropriately. This will prevent injuries to both the educator and child.