



Statutory framework requirement: Safeguarding and welfare - Health

The provider must promote the good health of children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.

Nappy changing policy

Policy Statement

We use our sun-room, (shared currently with the office), for changing nappies as this is spacious and allows for privacy of the child. The door is kept partly open whilst a nappy is being changed to safeguard the child and member of staff. The room is within sight and hearing of the office, the manager and other staff.

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. We work with parents towards toilet training, taking into account medical needs and developmental stages.

Procedures

- Our changing area is warm and safe we have a changing station, the children are supported as they climb onto the changing station.
- Babies and young children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- Parents supply their own nappies and wipes but we keep a supply that can be used.
- Gloves are put on before changing and the areas are prepared. The changing mat is cleaned with paper towel and anti bac spray after each change.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Due to the style of changing station we ask parents to only put children in pull-ups if the child is actively potty training, this is for the child's safety as changing pull-ups can be hazardous due to the need to get the children to stand on the changing station.
- Only staff with a current DBS and safeguarding training will be permitted to change nappies.
- Staff will always wear disposable gloves when changing nappies and will use a new pair for each child.
- Staff will put nappies in the outside bin. Nappies will be securely wrapped prior to disposal.
- Children will be changed in the sunshine room with the door open. Other staff are encouraged to be around and vigilant for the protection of all concerned.
- Positive interaction will be encouraged between the child and adult changing them to make it an enjoyable experience.
- Parents/carers will be asked to replenish nappy supplies when they run out
- In the case of a child not allowing a member of staff to change them and the child becoming distressed the parent will be required to return to Playschool.
- Parents/carers will be asked to ensure their child is clean and dry at the start of a session.



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- Nappies will be checked once every session and changed if excessively wet. A list of children who are potty training is in the toilet. When a dirty nappy is detected it will be changed immediately when a member of staff is available to do it. We operate a nappy changing rota so children are familiar with who changes them in session time.
- Any unusual marks or rashes observed on a child should be reported to the Early Years Manager (child protection).
- Parents will be required to tell staff if their child has injuries or rashes which will be observed by staff when nappy changing
- Staff will not use creams on children unless a written permission is given by a parent/carer.
- Staff will ensure that children are not allergic to wipes that may be supplied by the setting in the case of the parents supply running out. (Allergies will be on the child's registration forms)
- Staff will work with parents/carers when a potty training routine is in place.
- Staff will agree to review nappy arrangements should this become necessary.

This policy was reviewed by the Early Years manager: Debbie Arnett and adopted by Hartfield Playschool staff and Committee in March 2014.

Reviewed: July 2015

Review Date: July 2016

Reviewed: March 2017

Reviewed and updated: September 2019

Reviewed

Name of Early Years Manager: Debbie Arnett

Signature:

Name of registered person and trustee: Sarah Adams

Signature: