



6.4 Nappy changing

Policy statement

At Sandy Bears Nursery + Pre school, no child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

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.

Procedures

- Our rooms have a list of personalised changing times (on our displayed routines) for the children in their care who are in nappies or 'pull-ups'; and change nappies according to this routine, or more frequently where necessary. If a child is 'dry' this child's nappy is still changed as part of the routine.
- key workers will look at child's development or 'readiness and discuss with their key child's families toilet training around the age of two. We will support all the family and begin this as soon as they are comfortable to do so.
- The child's key worker or a member of staff who the child feels comfortable and safe with will change the child. Babies and young children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- Our changing area is warm, on an extra thick and padded changing mat (under the mat is padded vinyl flooring and not cold tiles) it is a safe area to lay children and no bright lights shining down in their eyes. Children are welcomed to take objects of interest to take the child's attention.
- The adult changing the child talks or sings to them while changing them, to make the child feel at ease and comfortable.
- If a child is not familiar with an adult they will not change their nappy and another member of staff must change duties with them.
- Children from 2 years have their own bags to hand with their nappies or pull ups and changing wipes.
- Sandy Bears Nursery supply nappies and wipes for children under 2 years at no additional charge.

- We are reducing the amount of plastic we purchase- therefore staff no longer wear gloves or aprons to change nappies. We do have an emergency bag of gloves in the office for situations where a child has soiled over their clothes, this being quite a significant amount and a staff member would feel more comfortable wearing gloves.
- Paper towel and anti-bacterial is put on the changing mat freshly for each child, ensuring it is dry and safe before the child lays down.
- Staff must sanitise their hands for every child and wash hands before beginning nappy changing and when finished. If a member of staff uses a glove they must change this before moving onto the next child.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- On the high level changing mat- One hand must ALWAYS be touching the child to ensure the child doesn't roll/ fall or make a sudden movement.
- We are gentle when changing; we avoid pulling faces and making negative comments about 'nappy contents'.
- We talk to the child to make them aware of words used ie 'Have you done a poo poo'? 'You have done a wee wee' this will make the child become familiar with these words and help them become more aware when they are ready to use the potty/ toilet.
- We do not make inappropriate comments about children's genitals when changing their nappies.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- We encourage children to wash their hands, and have soap and paper towels to hand. They should be allowed time to explore the water and the soap.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- We dispose of nappies and pull ups hygienically. Any soil (faeces) in pants is flushed down the toilet. The nappy or pull up is put in the nappy bin. We do not use nappy bags to dispose of nappies as we are trying to reduce plastic. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.
- Older children are encouraged and respected to have their independence and staff make themselves available to assist with self-care skills.
- Every morning and afternoon during morning/afternoon circle time the staff list the following to the 2 groups of children;
 1. 'Remember to ask a grown up if you need to go to the toilet.' This will be done with the Big bears groups and the 2s groups. It will also help the Holiday club children learn our rules as school rules can be different. A staff member will also say 'If you want to go to the toilet on your own- this is fine, just ask a grown up to open the gate for you'. This also reminds our older children of their independence and children who are toilet training to develop confidence in self-care skills.

2. 'If you do need help with wiping or help with your trousers or tights, remember to ask me' (staff say their own name and point out and name of every other staff member in the room)
- If a member of staff suspects a child has soiled, this child must be changed immediately.
 - If a member of staff suspects an older child has soiled (this child being at a stage of development where they have an understanding of self-care and decision making) and they are refusing to be changed or have any assistance, then the member of staff must speak to management. Management must use their knowledge to give the staff member guidance on different strategies to help encourage the child to allow for assistance. If the child still refuses, the child's parent must be contacted to give further guidance. If the child still refuses, the parent must come to the setting to help assist with changing the child or collect the child. If the member of staff only suspects the child has soiled, we cannot risk a child being left in soiled clothes or nappy therefore this procedure must always be followed.
 - If a child with SEND or a child with a healthcare plan requiring medical assistance with toileting- these will be discussed during transition taster sessions with the child's key worker. A risk assessment and Health care plan will be carried out if necessary. All staff must be aware of this child's additional needs and this matter must be treated diplomatically.
 - At Sandy Bears Nursery we want the very best start for every child who is learning new important life skills and we believe it is vital the Key worker works closely with families to offer their support and experience.

Family App

- When a child has been changed this is documented on the child's profile and the member of staff who changed this child's nappy is listed with the time and S/W/D. (Soiled, Wet or Dry)

This policy was adopted by	Sandy Bears Nursery + Pre school
On	<hr/> December 2019
Date to be reviewed	<hr/> December 2020
Signed on behalf of the provider	<hr/> L.L.Yates
Name of signatory	<hr/> Laura Yates
Role of signatory (e.g. chair, director or owner)	<hr/> Owner