

## **EARLY YEARS FOUNDATION STAGE NAPPY CHANGING & TOILETING**

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### **Policy Statement**

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 see toilet training as a self-care skill that children have the opportunity to learn with the full support of non-judgmental adults.

### **Nappy changing procedures**

Nappies should be checked every 2 hours and changed if wet or soiled.

- Key persons undertake changing babies in their key groups; secondary key person change them if the key person is absent.
- Nappy changing areas are warm; there are no bright lights shining down in babies' or toddlers eyes.
- There are mobiles and other objects of interest to take the baby or toddlers attention.
- Each baby has their own basket with their nappies and changing wipes and possibly cream; there may also be a special toy for the baby or toddler to play with.
- Gloves and aprons are put on before the changing starts and the area prepared. Paper towel is put down on the changing mat freshly for each child.
- Prevention of cross contamination is a priority at all times and care must be taken to use a different glove when applying any cream.
- The nappy changing mat is sterilised with antibacterial spray after each nappy change.
- Staff will wash their hands with soap and water between each nappy change.
- Staff use a fresh apron and gloves for each nappy change.
- Soiled nappies, gloves and aprons are removed immediately after changing and disposed of in the correct bin.
- In addition, key persons ensure that nappy changing is relaxed and a happy time for babies and toddlers.

- Key persons are gentle when changing; they allow for time for communicating with the child, talking and responding to their sounds. They allow time for play and 'rituals' that the child enjoys.
- Key persons avoid pulling faces and making negative comments about 'nappy contents'.
- Key persons do not make inappropriate comments about a child's genitals, nor attempt to pull back a baby boy's foreskin to clean unless there is a hygiene reason to do so.
- Nappies are disposed of in the clinical waste bins situated in the nappy changing area.

### **Toileting procedures:**

- Young children are encouraged to take an interest in using the toilet.
- Younger children will be supervised closely within the toilet block, whereas pre-school children will be supervised from a distance to allow both independence and privacy, however staff will be close by and check on the children.
- Under 3's are assisted to the toilet.
- Potties will be stored and used in the toilet area only.
- Used potties will be emptied and cleaned immediately by staff, using antibacterial spray and blue roll.
- Disposable aprons and gloves will be worn by staff that are supporting children in using the potty or the toilet.
- Children (3 years and over) access the toilet when they have the need to and are encouraged to be independent.
- All children are encouraged to wash their hands and we have soap and towels to hand.
- If a child has soiled themselves then staff will assist the child in cleaning themselves up and putting on fresh clothes.
- Staff must always wear gloves and disposable apron when assisting a child who has soiled themselves and place all soiled clothing in a nappy sack.
- The area should then be cleaned using anti-bacterial spray.
- The incident should be logged by the member of staff who changed the child on the appropriate form.
- Parents should be informed at collection.