

Date Valley School

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Nappy Changing Policy and Procedure

Policy statement

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 to accommodate children who are not yet toilet trained. We see toilet training as a self-care skill that children can learn with the full support and non-judgemental concern of adults.

Changing time makes the ideal opportunity to communicate with the children on a one to one basis. We ensure that the experience is a pleasant one throughout. Only staff with a DBS disclosure may change nappies after being signed off as competent in the procedure by a manager / Headteacher.

Aims

The aims of this policy and associated guidance are:

- To safeguard the rights and promote the welfare of children
- To provide guidance and reassurance to staff who are required to change a child's nappy
- To assure parents/carers that staff are knowledgeable about personal care and individual concerns are considered
- To protect children from discrimination, and ensure inclusion for all basic principles

At Date Valley School we will bear in mind the following principles when nappy changing:

- Children have the right to feel safe & secure
- Children will be respected and valued as individuals
- Children have a right to privacy / dignity when staff are meeting their needs
- Children are supported in their understanding of toileting procedures so that they are led to independence

Nappy Changing Procedure

1. Before you start, make sure that you have everything you need to hand and that you are aware of any individual child's needs.
 - a. Apron
 - b. Disposable gloves
 - c. Correct sized nappy
 - d. Tissue roll (Barrel)
 - e. Wipes
 - f. Cream
 - g. Nappy chart and pen
 - h. Nappy bag for soiled items
 - i. Medical sanitizer
2. Wash your hands and put on a disposable apron and disposable gloves.
3. Collect the child from the room, ensuring he / she is aware of what is happening. Allow the child to walk to the changing area with you.
4. Gently lay the child onto a clean changing mat, placing tissue roll (barrel) under the lower half of their body.

5. Remove lower half of their clothing and the soiled nappy. Place the nappy in a nappy bag and place in the bin.
6. You must ensure that you remain in physical contact with the child throughout the nappy changing procedure by keeping one hand firmly on their tummy.
7. Clean the child's soiled parts using tissue (or wipes) dampened with warm water and where necessary. Remember to clean from front to back using a clean sheet each time.
8. If necessary apply barrier cream using a clean piece of tissue each time you dip into the pot to avoid cross contamination. If parents have provided cream, a medication form must be completed and the cream clearly labelled with the child's name.
9. Dispose of the used wipe / tissue hygienically.
10. Select an appropriate sized nappy (named in bags) for the child and redress the child.
11. Wash hands of child using wet wipes. Older children should be encouraged to wash their hands in the bathroom area.
12. If a child has an unusual soiled nappy, for example an unusual colour or diarrhoea, the parent should be informed. If the child has diarrhoea, the parent will be asked to collect their child and to remain at home until their child has been clear of the symptoms for 48 hours.
13. If a child does not wear a nappy, but has had an accident and needs to be changed, they should be given privacy and assisted by a member of staff to change into clean clothes.
14. The soiled clothes should be placed in a sealed bag and given to the parents at the end of the session / day.
15. Pass the child back to the nursery room.
16. Clean the changing mat and surrounding area using medical sanitizer and then dispose of the used tissue roll, gloves and apron into the bin provided. Wash your hands with the antibacterial soap.
17. The person who changes the nappy must complete a check chart and sign off.

Children should be sent to school with a relatively clean nappy as sessional children (attending for 3 hours) will only be changed if they have soiled their nappies.

If children's nappies are very wet when they come into nursery, parents may be asked to change their child's nappy before they leave their child.

Safeguarding - Vulnerability to Abuse

We will ensure that all staff are familiar with our Safeguarding Policy and Procedures to develop children's resilience and to protect them from any form of abuse. It is important that children are changed in a reassuring and caring way by their key person or another member of staff they have a close relationship with, and it is important that we signal our intention to change a child's nappy and ask for the child's consent, as appropriate for their development.

This policy has been read and approved for Date Valley School, by the Senior Assistant Headteacher and the Chair of the Trust Board.

Date: March 2018