



09 Early years practice procedures

09.9 Prime times – Intimate care and nappy changing

Prime times of the day make the very best of routine opportunities to promote 'tuning-in' to the child emotionally and to create opportunities for learning. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration and learning.

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 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

- ❖ Nappy changing is carried out in the disabled toilet area to ensure that children can always maintain their dignity and privacy. However, the door to this area must remain open whilst changing is taking place to ensure that they are aware of other staff members to safeguard the child and staff member.
- ❖ Children are not changed in play areas or next to snack tables. If there are limitations for nappy change areas due being on trips/forest school an appropriate location is agreed that maintains the dignity of the child and good hygiene practice.
- ❖ Parents are asked to provide their child with a named bag with nappies, wipes, and a change of clothes for each session. Bags are kept on the children's peg.
- ❖ Key persons undertake changing children in their key groups wherever possible; back up key persons change them if the key person is absent.
- ❖ There is a wall mounted changing mat for younger children, however most children are changed using a changing mat on the floor area.
- ❖ If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
- ❖ Nappy changing areas are warm; there are no bright lights shining down in children's eyes.
- ❖ There are mobiles or other toys of interest to take the child's attention.
- ❖ Members of staff put on aprons before changing starts and the area is prepared, gloves are always worn for soiled nappies. The changing mat is cleaned with antibacterial spray and a paper towel is put down on the changing mat freshly for each child. Gloves are not always required for a wet nappy where there is no risk of infection, however, gloves are always available for those staff who choose to wear them. Gloves are always used for a 'soiled' nappy. Gloves are changed for each nappy change and disposed of in our chemical waste nappy bin.

- ❖ Wipes or cotton wool and water are used to clean the child. Where cultural practices involve children being washed and dried with towels, staff aim to make reasonable adjustments to achieve the desired results in consultation with the child's parents. Where this is not possible it is explained to parents the reasons why. The use of wipes or cotton wool and water achieves the same outcome whilst reducing the risk of cross infection from items such as towels that are not 'single use' or disposable.
- ❖ All members of staff are familiar with the hygiene procedures and carry these out when changing nappies.
- ❖ Key persons ensure that nappy changing is relaxed and a happy time for children.
- ❖ Key persons never turn their back on a child or leave them unattended on a changing mat.
- ❖ Key persons are gentle when changing; they allow time for communicating with the child.
- ❖ Key persons avoid pulling faces and making negative comments about the nappy contents.
- ❖ Key persons do not make inappropriate comments about children's genitals, nor attempt to pull back a boy's foreskin to clean unless there is a genuine need to do so for hygiene purposes.


Young children, intimate care and toileting

- ❖ Young children from two years old may be put into 'pull ups', or other types of trainer pants, as soon as they are comfortable with this and if parents agree.
- ❖ Young children are encouraged 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.
- ❖ They are encouraged to wash their hands and have soap and paper towels to hand. They should be allowed time for some play as they explore the water and the soap.
- ❖ Anti-bacterial hand wash liquid or soap should not be used by young children, as they are no more effective than ordinary soap and water.
- ❖ Older children use the toilet when needed and are encouraged to be independent.
- ❖ Members of staff do not wipe older children's bottoms unless there is a need, or unless the child has asked.
- ❖ Parents are encouraged to provide enough changes of clothes for 'accidents' when children are potty training.
- ❖ If spare clothes are kept by the setting, they are 'gender neutral' i.e. neutral colours, and are clean, in good condition and are in a range of appropriate sizes.
- ❖ We dispose of nappies and pull ups hygienically. All nappies or pull ups are put in a nappy sack and put in the chemical disposal bin which is replaced on a weekly basis. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.
- ❖ If young children are left in wet or soiled nappies/pull-ups in the setting, this may constitute neglect and will be a disciplinary matter.

Nappy changing records.

- ❖ Staff members are required to complete a 'nappy or clothes changing slip' for parents which is signed and then goes into the child's bag.

- ❖ A log book of nappy changing is also recorded to ensure that there is a record of the date, time and name of the staff member who changed the child's nappy. Additional comments may also be noted in the log if required.
- ❖ Sometimes a child may have a sore bottom. This may have happened at home as a result of poor care; or the child may have eaten something that, when passed, created some soreness. The child also may be allergic to a product being used. This must be noted and discussed with the parent and a plan devised and agreed to help heal the soreness. This may include use of nappy cream or leaving the child without a nappy in some circumstances. If a medicated nappy cream such as Sudocrem is used, this must be recorded as per procedure 04.2 Administration of medicine.

This policy was adopted by	Abinger Common Nursery
On	July 2023
Date to be reviewed	July 2024
Signed on behalf of the provider	
Name of signatory	Mrs Emma Powell
Role of signatory (e.g. chair, director or owner)	Nursery Chair Person