

## Nappy changing and toileting guidance

### Nursery

*Children's nappies should be checked at regular intervals throughout the nursery session and changed whenever needed.*

- Nappies are changed in the nursery in a designated changing area. This is enclosed enough to give children privacy, yet is not out of sight of other staff.
- Parents/carers should provide an ample amount of nappies, wipes, creams and nappy bags.
- In the event of a parent/carer not providing nappies for their child, a telephone call will be made as soon as possible. If the child is in need of changing immediately, we will use the school's supplies and then will request parent/carers to replenish our stock.
- During toilet training, parents/carers must provide plenty of additional underwear and clothing.
- In the event of a child soiling themselves when toilet training, clothes will be wrapped into a nappy bag and sent home at the end of the nursery session. Clothes will not be thrown away unless parents/carers request this.
- When changing a child, we will endeavour to talk to them about what we are doing and reassure them. Children will not be left unattended on the changing unit.
- We will clean children wearing gloves and an apron. We will use the wipes provided and always wipe the genital area from front to back. We will apply cream if necessary. We will dispose of soiled or wet nappies and redress the child with a clean nappy and clothes.
- Parents/carers wishes will be taken into account at every stage and will be communicated to the team.
- All children potty/toilet training will be accompanied and supervised while using the toilet.
- All children will have their privacy respected.
- Staff may need to provide intimate care when cleaning a child after using the toilet.
- Potties and toilets require immediate emptying and cleaning.
- All adults will wash their hands thoroughly after every change and in-between changes of children. Children will be supported to wash their hands after toileting.
- Mobile phones, ipads, cameras or equipment that may be used for photography purposes will NOT be used within the nappy changing area or children's toilets.
- Please be aware of school's safeguarding policy. (*See safeguarding policy.*)