



## Nappy changing policy

No child is excluded from participating in our playgroup 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. Young children from two years should wear pull-ups or other types of trainer pants as soon as they are comfortable with this and if parents agree.

We make necessary adjustments to our bathroom provision and hygiene practice 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:

- Wherever possible, key persons undertake changing their key children; back-up key persons change them if the key person is absent.
- Key persons ensure that nappy changing is relaxed and a time to promote independence in young children. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration and learning.
- There is a safe designated changing areas to lay young children if they need to have their bottoms cleaned.
- 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.
- All staff are familiar with good hygiene procedures and carry these out when changing nappies and cleaning changing mats. Staff use fresh disposable gloves and put paper towels on the mat freshly for each child.
- Key persons are gentle when changing and avoid pulling faces or making negative comment about the nappy contents.
- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- Nappies and pull-ups are disposed of hygienically. Any soil in the nappies is flushed down the toilet and the nappy or pull-ups is bagged and binned safely.

- Children are encouraged to wash their hands after nappy changes to encourage good hygiene practices.
- Key persons or back-ups are responsible for changing where possible, but where it is unavoidable that other members of staff are brought in, they must be briefed as to their responsibilities towards designated children, so that no child is inadvertently overlooked and that all children's needs continue to be met.
- 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.
- 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.
- 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.
- While we are aware that accidents can and do happen, if it becomes clear to Playgroup staff that the toilet training process is not being supported and continued at home, the Playgroup Manager may formulate an action plan with the parent/carer to aid the child's transition to being fully toilet trained. All efforts will be made to support the parents/carers in establishing this action plan and working towards consistency at Playgroup and at home.

NB Settings have a duty of care towards children's personal needs. If young children are left in wet or soiled nappies or pull-ups in the setting, this may constitute neglect and will be a disciplinary matter.

Policy updated: April 2022

Date of next review: April 2023

Manager: Elsa Smirthwaite

Chair: Janet Gilbert