

## Parents/Carers Copy

### Safeguarding and Welfare Requirement: Health

Providers must ensure there are suitable hygienic changing facilities for changing and children who are in nappies.

### Nappy Changing Policy

#### Policy Statement

We aim to support children's care and welfare on a daily basis according to their individual needs. We endeavour to ensure that children are kept clean and comfortable by being changed and checked on a regular basis. Children's privacy will be treated with respect. Nappy changing will not be rushed but used as an opportunity for one-to-one exchanges of singing and conversation.

Admission discussions with parents/carers will indicate if their child may have special requirements. Parents/carers will be asked to provide pre-school with wipes and nappies for their child. Such items will only be used on the child they are intended for. Key persons discuss with parents/carers regarding when they feel their child is ready to move on to toilet training, and a plan is drawn up together. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concerns of adults.

#### Procedures

- Cubs' staff have a rota for changing children and take them as part of the routine of the day, but more frequently if necessary. A child's nappy should be checked on arrival at pre-school and if necessary, changed immediately.
- A child will be changed immediately if they soil their nappy.
- Only staff with a valid DBS check will be allowed to change nappies.
- Children are changed within sight of other staff, in our disabled toilet whilst maintaining their dignity and privacy at all times. Children will not be left unattended on the changing mat. This area is warm with a safe area to lay children, with some extra toys in a basket.
- Each child has their own bag to hand with their own nappies/pull-ups and wipes.
- When changing a nappy, our staff wear a white disposable apron and disposable gloves. These are put on before changing starts and the area is prepared.
- Wet/soiled nappies are removed and the child is cleaned. If needed, cream is applied (this must be provided by parents).
- We ensure nappy changing is relaxed for each child. We avoid pulling faces or making negative comments about nappy contents.
- The changing mat is cleaned after each use with antibacterial spray and wiped thoroughly. Hands are washed after each nappy change.
- Soiled nappies, used wipes, gloves and aprons are disposed of in the designated bin outside.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull-ups in the setting, this may constitute neglect and will be a disciplinary matter.
- We keep a personalised record of nappy changing and parents are called if their child has signs of diarrhoea and they are informed that if any further symptom occur, parents are required to collect their child.
- We ask parents to sign this policy confirming they have read and fully understood the policy prior to their child starting.

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Parent's Signature: \_\_\_\_\_

Parent's Name: \_\_\_\_\_  
(please print)

Date: \_\_\_\_\_