



### **Nappy Changing Policy**

Children attending nursery for extended days will have their nappy changed a minimum of 3 times, morning, after lunch and later in the afternoon.

Children attending for a morning or afternoon session will have one scheduled nappy change however children will be changed at any point in the day when they are deemed to be very wet or have soiled. Children's privacy and dignity will be respected at all times.

#### **The following guidelines support safe nappy-changing:**

- Staff will inform each other before changing a child.
- Gather all the necessary items needed before each nappy change, for example, nappy, wipes, nappy sack, cream if necessary (each child should have their own named cream). The child should have a named box or bag containing these items and spare clothes in case of accidents.
- Check that changing mat is clean before using.
- Wash and dry your hands.
- Put on gloves and apron. You should use a new set of gloves and apron for each nappy change.
- Place the child on the nappy changing unit or, if using steps, support the child if necessary to climb up the steps.
- Remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
- If the child's clothes are soiled, you should bag them separately and send them home. You should not rinse them. You should deal with all laundry in a separate, dedicated facility. Always wear personal protective equipment (PPE) when you are handling soiled linen.
- Using the wipes, clean the child from front to back and place the used wipes in the nappy sack. Tie the nappy sack and put it in a bin for used nappies. The bin must have a lid and must not be in areas used for preparing or eating food or where children play.
- Check for nappy rash. If required, apply barrier cream and then out on clean nappy (barrier cream form must be signed). New gloves should be used to apply barrier cream.
- Take off the gloves and apron and place them in a pedal operated bin. Dress the child.
- Wash your hands using liquid soap, warm water and paper towels.
- Encourage child to wash their hands using liquid soap, warm water and paper towels. *\*As our changing room does not currently lend itself to this the child can be encouraged to wash their hands when taken back to the playroom.*
- Take the child back to the playroom.

- Return to the nappy changing area and using anti bacterial spray and paper towels clean the changing unit, surrounding area and underneath the mat before leaving to dry and then wash and dry your hands.
- If child has sores, rash, loose stool etc this information should be communicated to parent and shared with colleagues via communication book and “just so you know” proforma.

#### **Items required:**

- Pedal operated/ hands free bin specifically for nappy disposal
- Yellow bags for clinical waste
- Nappy changing mat / nappy changing unit.
- Steps if needed.
- Box for each child’s nappies wipes and so on
- Spare clothes
- privacy or sign on door
- Disposable gloves
- Disposable aprons
- Nappy sacks
- Anti bacterial spray
- Paper towels
- Liquid soap
- Pedal operated bin for paper towels

It is the parents’ responsibility to supply nappies, wipes and cream (if required).

Parents will sign an administration form if cream is required and updated monthly.

These guidelines are in accordance with the **Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) March 2011**

This policy has been reviewed and updated in consultation with staff and parents

Signed .....

November 2022