

Laurencekirk Nursery



Nappy Changing Policy

UNCRC Article 3: States Parties shall ensure that the institutions, services and facilities responsible for the care or protection of children shall conform with the standards established by competent authorities, particularly in the areas of safety, health, in the number and suitability of their staff, as well as competent supervision.

This policy has been written based on the current guidance published by the Care Inspectorate *Nappy changing facilities in early years, nurseries and large childminding services* 10th April 2014 and Health Protection Scotland *Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings)* September 2015

To ensure that high standards of care, infection control and respect for the child the following procedures will be followed.

1. The staff member who is involved in the process of changing a child will inform another member of staff of this intention with consideration to the privacy and dignity of the child involved.
2. Children will taken into the changing room for this purpose and the needs of the child will be considered and a professional judgement made if the child should be changed on the mat or standing on the ground.
3. Most children access the changing table with little to no assistance. If a child requires to be lifted onto the changing table then the Aberdeenshire Council Manual Handling Policy will be followed.
4. Adult to wash hands and put on Personal Protective Equipment (PPE) e.g. disposable apron and gloves
5. Wipe changing table with general purpose detergent and dispose of the paper towel in the bin
6. Get organised by getting what is needed to change the child so that it is ready and accessible e.g. clean nappy/pull-up, nappy bag & disposable wipes
7. Remove soiled nappy/pull-up, bagging it and placing in nappy bin. Gently clean the child's bottom using disposable wipes, placing in nappy bag. Remove disposable gloves placing in nappy bag, tie bag and put in nappy bin.
8. Put on clean nappy/pull-up and dress child

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9. Supervise child washing hands
10. Put on clean disposable gloves. Any wet/soiled clothes to be double bagged and placed in child's home bag.
11. Clean changing table and place paper towel into a nappy bag and tie. Put nappy bag into the nappy bin.
12. Adult wash own hands
13. Write in home book/note when child was changed and/or circumstance.

It is the parent/carer responsibility to provide nappies/pull-ups and disposable wipes.

Children who are being toilet trained and wearing a pull-up will be encouraged and reminded to go to the toilet. Approximately half way through the session a staff member will check/change the pull-up. The child will be taken to the toilet first before being changed unless they are soiled.

A home book (point 13) will only be used for children who are currently wearing a nappy/pull-up and/or are in the process of toilet training.

A note will be placed in your child's bag if they have just had a toileting accident or been changed due to any other reason e.g. spillage at snack or getting wet from playing outside.

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