



Nappy Changing Policy

Statement of Intent

Bardfield Montessori's nappy changing policy is in accordance with the families' requests, consistent with the children's physical and emotional abilities and in compliance with Ofsted regulations. At all stages the staff member should be interacting with the child, talking about their day, singing a rhyme or counting their fingers or toes.

No child is excluded from participating in our setting 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.

We make necessary adjustments to our toileting provision and hygiene practice 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.

Method

- Young children from two years should wear 'pull ups' or other types of trainer pants as soon as they are comfortable with this and their parents agree.
- Key persons undertake changing young children in their key groups; other staff change them if the key person is absent.
- Children's privacy will be respected during nappy changes, being changed in shielded areas to maintain their dignity and prevent others from being able to observe them.
- Changing areas are warm and there are safe areas to lay young children if they need to have their bottoms cleaned.
- The setting provides a range of sized nappies and pull ups for the children to be changed into.
- Disposable gloves and aprons are put on by staff if they choose, before changing starts and the areas are prepared. Disposable gloves must be worn when applying cream.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.) Staff must remain aware at all times of manual handling and lifting policy. (**see *Health & Safety, Risk Assessment Policy***)
- In addition, key persons ensure that nappy changing is relaxed and a time to promote independence in young children.

- Children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- They should be encouraged to wash their hands and have soap and either hand dryers or towels for drying. They should be allowed time for some play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used for young children; young skin is delicate and anti-bacterial products kill off certain good bacteria that children need to develop their own resistance to infection.
- Key persons are gentle when changing; they avoid pulling faces and making negative comment about 'nappy contents'.
- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and pull ups are disposed of hygienically. The nappy or pull up is bagged in the nappy bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.
- If young children are left in wet or soiled nappies/'pull ups' in the setting this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care 'towards children's personal needs.
- A record is kept of each time a member of staff changes a child 's nappy – this is initialled by staff members. Solid nappies are recorded on Blossom.

Procedure for Nappy Changing

- A child's nappy must be changed promptly when wet or soiled.
- Staff have a choice of wearing disposable gloves for nappy changes.
- Disposable gloves must be worn when applying cream.
- A new set of gloves for each child.
- Both child and staff member must wash their hands after changing a nappy.
- The nappy changing area must be away from any food preparation area.

CHILDREN MUST NEVER BE LEFT UNATTENDED ON A CHANGING MAT.

1. Make sure you have a clean nappy, wipes, and any other supplies before changing the child's nappy.
2. Put a new set of gloves on.
3. Remove the child's nappy.
4. Wash and dry the child using the appropriate washing materials, supplied by the parent or carer e.g. wipe or cotton wool and warm water. Using the wipes or the cotton wool and warm water, wipe the genital area front to back.

5. Apply nappy cream should a child require this – gloves MUST be worn.
6. Put on a clean nappy. The child may need a clean set of clothes. These should be supplied by the parents/carer.
7. Dispose of the nappy/ pull up in the nappy bin provided, along with the gloves.
8. Wash the child's hands thoroughly with soap and warm water. Dry the child's hands with hand dryers or towel.
9. Wash down thoroughly the changing table ready for the next child by using a red cloth and antibacterial spray.
10. Wash your hands thoroughly with soap and hot water. Dry your hands using hand dryers or towel.
11. Write down the nappy change time and child's name on the nappy changing chart, putting initials next to time. On Blossom record any solid nappies.

Guidance

Statutory Early Years Foundation Stage 2025 – *Section – Toileting and privacy*