

# Nappy Changing

At Little Pearls Nursery we aim to support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. Wherever possible, each child's key person will change nappies according to the child's individual needs and requirements. In the absence of the child's key worker, where possible the co-key worker will change their nappy. Nappy changes can provide unique, relaxed situations to strengthen bonds between children and practitioners. We aim to make nappy changes an enjoyable time for the children in our care.

Our procedures meet best practice identified by the Health Protection Agency (2011) in 'Best practice advice for nurseries and childcare settings'. Our procedures also follow the Early Years Foundation Stage Statutory Guidance (2014) Learning and Development Requirements and Safeguarding and Welfare Requirements.

Each child will be checked regularly throughout the day and their nappy will be changed as and when needed. General guidance suggests that nappies should be changed at least once every 3 – 4 hours to prevent children from getting sore. This time frame is heavily dependent upon each individual child (their diet, skin sensitivity etc).

The children in our care are encouraged to drink as much as possible throughout the day and each child has access to water throughout the their nursery day, however, if we notice a child is dry after a 3-4 hour period, we will inform the parent to make them aware.

We will enable a two-way exchange between parents and key persons so that information is shared about nappy changing and toilet training in a way that suits the parents and meets the child's needs. Parents will be engaged in the process of potty training and supported to continue potty training with their child at home.

We will use appropriate designated facilities for nappy changing which meet the following criteria:

- Changing areas are clean, warm and safe areas of the nursery to help the children feel comfortable and protected;
- Facilities are separate to food preparation and serving areas

- Changing mats will have a sealed plastic covering and be frequently checked for cracks or tears. If cracks or tears are found, the mat will be replaced;
  - Fresh clean nappies are stored in a clean dry storage system;
  - Used nappies are placed in a clinical waste bin and disposed of appropriately. The nappy bins are regularly emptied at least once a day and placed in an appropriate waste collection area outside of the setting;
  - Little Pearls Nursery provides sudocrem. Any other ointments can be supplied by the parent/guardian. These must be clearly labelled with the child's name and the practitioners should be clearly informed how much and how often the child requires the ointment (medicinal products will need to be sign for following our medicine procedures). When applying creams, a fresh gloved hand will be used.
- Staff changing nappies will:
  - Protect themselves appropriately through physical barriers such as gloves/ aprons or through washing hands. Staff are encouraged to change nappies in a way which is comfortable for them and each child whilst having consideration for our 'Sustainability and Use of Plastics' policy (see website);
  - Ensure high levels of hygiene are maintained throughout. This includes removing items which are dangling down such as lanyards and could cause cross-infection;
  - Clean disinfect and dry mats thoroughly after each nappy change. Disposable towels/roll must be discarded after each nappy change;
  - Ensure they have all the equipment they need before each nappy change.

We wish to ensure the safety and welfare of the children whilst being changed and safeguard against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties through the following actions:

- Promoting consistent and caring relationships through the key person system in the nursery and ensuring all parents understand how this works and who they will be working with;
- Using this one-to-one time as a key opportunity to talk to children and help them learn, e.g. through singing and saying rhymes during the change;
- Encouraging the children to take an interest in the toilet when appropriate for their stage of development;
- Ensuring that the nappy changing area is inviting and stimulating and change this area regularly to continue to meet children's interests;

- Encouraging children to become more independent in their own care needs e.g. by washing their hands;
- Ensuring all staff undertaking nappy changes have suitable enhanced DBS checks, references and relevant training;
- No mobile phones or electronic devices with cameras may be used in any toilet or changing area;
- Monitoring nappy changes and auditing practice of all staff in the appropriate methods for nappy changing;
- Ensuring that no child is ever left unattended during a nappy change;
- Making sure staff do not change nappies whilst heavily pregnant until a risk assessment has been conducted; and that
- Students and Apprentices (with the relevant checks as above) only change nappies with the support and close supervision of a qualified member of staff until they are deemed suitably confident and capable;
- Conducting thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to nappy changing;
- Ensuring hygiene procedures are followed appropriately, e.g. hands washed before and after nappies are changed and changing mats cleaned after each use;
- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training;
- Working closely with parents on all aspects of the child's care and education. This is essential for any intimate care routines which may require specialist training or support. If a child requires specific support the nursery will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs;
- Ensuring all staff have an up-to-date understanding of child protection and how to protect children from harm. This includes identifying signs and symptoms of abuse and how to raise these concerns as set out in the child protection policy;
- Operating a whistle blowing policy to help staff raise any concerns relating to their peers or managers and helping staff develop confidence in raising concerns as they arise in order to safeguard the children in the nursery (see staff handbook);
- Conducting working practice observations of all aspects of nursery operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes all intimate care routines;
- Conducting regular audits of all aspects of nursery operations including intimate care and reviewing the safeguards in place. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.
- If nappy changes are being done in our Daisy room toilets then practitioners must inform their room lead or senior who is in the room that they are taking a child to change their nappy propping open the Daisy linking door to adhere to safeguarding regulations.

If any parent or member of staff has concerns or questions about nappy changing procedures or individual routines please see the Manager at the earliest opportunity.

Policy date: May 2022

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