

CATERPILLARS PRE-SCHOOL (SUSSEX) LIMITED

**20. NAPPY CHANGING**

No child is excluded from participating in our setting who my, 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 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.

**Procedures**

* 1. Key persons work with parents/carers to understand a child’s individual changing requirements.
  2. Staff work in pairs to undertake changing of nappies/clothing.
  3. A record is kept of all changes to clothing/nappies.
  4. Children are changed on a required basis, and checked regularly during the sessions. Children are not changed on a set schedule.
  5. Changing areas are warm and there are safe areas to lay young children if they need changing.
  6. Each young child has their own bag with their name clearly labelled with their nappies and changing wipes.
  7. Gloves are put on before changing starts and the areas are prepared. The changing mat is wiped clean after every use.
  8. All staff are familiar with the hygiene procedures and carry these out when changing nappies.
  9. All staff ensure that nappy changing is relaxed and a time to promote independence in young children.
  10. Young 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.
  11. They should be encouraged to wash their hands and have soap and towels to hand. They should be allowed time for some play as they explore the water and soap.
  12. Staff are gentle when changing; they avoid pulling faces and making negative comment about ‘ nappy contents’.
  13. Staff do not make inappropriate comments about young children’s genitals when changing their nappies.
  14. Older children access the toilet when they have the need to and are encouraged to be independent.
  15. Nappies and ‘pull ups’ are disposed of hygienically with the use of a sterile nappy bin which is collected once a week. Wet or soiled ordinary pants are rinsed and bagged for the parent to take home.

**If young children are left in wet or soiled nappies/underwear in the setting this may constitute neglect and will be a disciplinary matter. Settings have a ‘duty of care’ towards children’s personal needs.**

This policy was adopted by the Manager of Caterpillars Pre-school on 4th April, 2023

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Name of signatory: Catherine Clark Role of signatory: Manager