

## **Nappy Changing and Toileting Policy**

To ensure children's basic needs are met, staff will perform regular nappy changes. In order to maintain the child's privacy, this will take place in the nappy room on a one-to-one basis and, wherever possible, will be supported by the child's key person.

All staff undertaking nappy changes have current enhanced DBS checks that have been obtained through the nursery. Staff members will be trained in the appropriate methods for nappy changing routines as part of the induction process. All new staff will sign the policies and procedures to ensure they are fully aware of all nursery procedures relating to nappy changing routines.

Nappies will be checked and/or changed at regular periods of the day. Checks will be done approximately every 2-3 hours and when needed. This is to allow children/ feeding routines as we do not wish to disturb play and care routines if it is not necessary.

When nappy changing, staff will account for any time that the child was asleep and will usually change their nappy before sleep or straight after if necessary.

Parents are asked to provide a supply of nappies/pull ups, wipes and any nappy rash creams for their child; staff will inform them when more are needed.

Staff members recognise that accidents do happen. Any child needing to be changed will be taken to the toilet area and will have their privacy and feelings respected appropriately. Parents are asked to provide a change of clothing for their child in a bag to be hung on their child's peg. The nursery will supply spare clothing if necessary. Parents are politely asked to return these as soon as possible.

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.

