



Berry Harbor Preschool
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Nappy Changing Policy

Policy statement

At Berry Harbor Preschool 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. 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.

Our Procedures

We wish to ensure the safety and welfare of all 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 by taking the following actions:

Staff

All staff are to wear PPE – Apron, gloves, (visor and or face mask if required)

- Ensuring all staff undertaking nappy changing have enhanced DBS checks.
- Conducting thorough inductions for all new staff to ensure they are fully aware of all preschool procedures relating to nappy changing.
- Training all staff in the appropriate methods for nappy changing.
- 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 our child protection procedures.
- Conducting working practice observations of all aspects of preschool operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes all intimate care routines.
- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training.
- Promoting consistent and caring relationships through the key person system in the preschool and ensuring all parents understand how this works.
- Operate a whistleblowing 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.

Risk assessment

- We conduct regular risk assessments of all aspects of preschool operations, including intimate care, and review the safeguards in place. The preschool has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.
- We make sure staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted.

- Students can only change nappies with the support and close supervision of a qualified member of staff and with the written consent of the child's parent or carer.

Parent Partnership

We work closely with parents on all aspects of the child's care and education as laid out in the Parental Involvement policy. This is essential for any intimate care routines which may require specialist training or support. If a child requires specific support the preschool 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.

Nappy changing

During nappy changing we

- Ensure that the nappy changing area is inviting and stimulating and change this area regularly to continue to meet children's interests.
- Ensure that no child is ever left unattended during the nappy changing time.
- Ensure hygiene procedures are followed appropriately, e.g., staff put on gloves, apron and visor or face mask before changing starts.
- Hands are washed before and after nappies are changed and changing mats cleaned before and after each use.
- Ensure practitioners are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents' and inappropriate comments about children's genitals when changing their nappies.
- Use 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.
- Provide older children with access to toilets when they have the need to and are encouraged to be independent.
- Record nappy changes on a nappy changing log.
- Remove and dispose all PPE that has been worn following the guidelines for removal – see posters
- Dispose of wipes, nappy/pull up and all PPE in a plastic bag, tied, then placed in another bag, tied, before place in main bin to dispose of at the end of the day.
- If you suspect Covid virus keep items for up to 72 hours following government guidelines. See risk assessment.
- Place any/all wet item such as cloth nappies, trainer pants and ordinary pants into a plastic bag. Tie to seal and place bag into child's changing bag away from other dry clothes.
- Disinfect changing mat, potty, and changing room area. Clean down touched area with anti bac wipes.
- Child and adult to wash hands with soap and water or apply hand sanitiser.
- We have a duty of care towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the nursery this may constitute neglect and will be a disciplinary matter.

This policy meets the requirements of the Statutory EYFS Framework: 3:60.

This policy was adopted at a meeting of Berryarbor Preschool held on 11/06/2012
This policy was review and revised on 24/08/23

Signed on behalf of the preschool..... Date.....