



## **TOILETING & NAPPY CHANGING POLICY**

The children are helped to the toilet (if necessary) and hand washing is encouraged and demonstrated, to ensure each child is able to do this properly to reduce the likelihood of germs spreading. Hand driers are within reach for the children to use.

If a child wets themselves a change of clothes is provided, and the wet clothes are placed in a bag for collection by parent or carer at the end.

### **Toilet Use**

Children are helped into a toilet routine until their reflexes are well developed. Children are encouraged to go to the toilet before multi-sports or 'field' play. When accidents happen, staff will quickly reassure the child that it is nothing to be upset about and act to clean up quickly. Children are encouraged to have privacy when using the toilet, but no issue is made of this, if they do not wish to exercise this right.

### **Nappy Changing**

All children are accepted into worsted pre-school wearing nappies, staff recognise that children should not be rushed into potty/toilet training and with careful observation it usually becomes apparent when a child is ready to begin potty/toilet training.

It is important to develop positive nappy changing and toileting routines as well as meeting the child's physical needs it will also help to build a trusting relationship.

The time spent when changing a nappy can support the child with communication and language development, and self-help development.

### **Key Hygiene management and guidelines**

- Children will only be changed in the designated changing area (disabled toilet)
- It is good practice for children to wash their hands after being changed to help develop good hygiene habits
- Staff may wish to wear gloves when changing a nappy although this is not mandatory, gloves will be disposed of in the pedal operated nappy bin. New gloves will be worn for each individual child.
- All nappies are disposed of in the pedal operated nappy bin in the nappy changing area which is then collected by PHS Group

*This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

- Staff will wash their own hands before and after changing.
- Suitable personal protective equipment (PPE) is always available to staff.
- The changing mat will be cleaned after every use.

Hygienic nappy changing practice and correct decontamination of equipment is essential to reduce the risk of cross infection to children and staff. The nappy changing area is kept clean and tidy at all times.

All nappies will be changed at set times, so children become familiar and comfortable with the procedure. Once in the morning and once in the afternoon unless they are in need of extra changes due to soiling or feeling heavy. Children should be encouraged to tell staff when they need to be changed and staff will be vigilant to changing children when needed.

We will always change a child on a mat on the floor to ensure safety for the child.

### **Evidence of suspicions of abuse**

If you have a safeguarding concern whilst changing a nappy clothes or underwear you must report immediately to your Safeguarding lead professional Clare Gwilliam or Bethany Pilkington.

|                  |                                                                                     |
|------------------|-------------------------------------------------------------------------------------|
| Name:            | Clare Gwilliam                                                                      |
| Position:        | Pre-school Manager                                                                  |
| Signed           |  |
| Name:            | Alicia Grix                                                                         |
| Position         | Committee Chair                                                                     |
| Signed           |  |
| Date:            | 1 <sup>st</sup> September 2025                                                      |
| Date for Review: | 31 <sup>st</sup> August 2026                                                        |