**Nappy Changing and Toileting/Personal Care Policy Statement**

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents/carers towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. We make necessary adjustments to our bathroom provision and hygiene practices in order to accommodate children who are not yet toilet trained. We see toilet training as a self-care skills that children have the opportunity to learn with the full support and non-judgemental concern of adults. All children are treated with dignity, care and compassion during nappy changing/toileting. Staff will ensure this time is relaxed and never make negative comments about nappy/potty/toilet contents.

**Nappy Changing Procedures**

* Children are changed as and when necessary - not at set times. But we will adhere to parent/carers wishes and children’s routines.
* Only staff members with Disclosure and Barring Service (DBS) or Criminal Records Bureau (CRB) Enhanced Disclosure clearance will undertake nappy changing/toileting duties.
* In the first instance Key persons will undertake changing young children in their key groups. If this is not possible then another member of staff will do it.
* Changing areas are warm and there are safe areas to lay young children if they need to have their bottoms cleaned.
* Nappy cream can be applied if requested and supplied by the parent/carer.
* Gloves are put on before changing starts and the areas are prepared.
* All staff are familiar with the hygiene procedures and carry these out when changing nappies.
* All soiled nappies are disposed of in a nappy sack and placed in the outside bin

In addition,

* Key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
* 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.
* They should be encouraged to wash their hands and have soap and towels to hand.
* Key persons are gentle when changing. They avoid pulling faces and making negative comments about ‘nappy contents’.
* Key persons do not make inappropriate comments about young children’s genitals when changing their nappies
* Older children access the toilet when they need to and are encouraged to be independent.
* The changing mat is wiped down with anti-bacterial wipes/spray after each nappy change.

We ask parents/carers to provide:

 ∙ Spare nappies ∙ Wet wipes ∙ Change of clothes/undergarments ∙ Nappy cream (if appropriate)

**Toileting**

When a child is ready to make the transition from nappies/pull ups to pants, we work in collaboration with parents/carers to ensure a consistent approach. We see toilet training as a self-care skills that children have the opportunity to learn with the full support and non-judgemental concern of caring adults.

We ask parents/carers to provide:

∙ Change of clothes/undergarments ∙ Wet wipes ∙

**Toileting Procedures**

∙ Children will have access to toilet/potty as and when they need them, not at set times and in line with parents/carers wishes as far as possible.

∙ Children will be encouraged to wash their hands after using the toilet/potty.

∙ Children will not be left in wet/soiled clothes. We have spare clothing if parents/carers have not supplied any.

∙ Soiled/wet clothing will be bagged and given to the parent/carer. We ask that any borrowed items are washed and returned ready for re-use.

∙ As children become more confident they will be encouraged to manage their own personal hygiene independently.

Children will be encouraged to use the wooden steps up to the changing mat if they are capable of doing so. They will be supported at all times by the adult pre-school practitioner.

Date agreed: Oct 2021 Review date: Oct 2022

Signed: Liz Tomlinson Position: Pre-school Manager