



St. Mary's Catholic
Primary School

Nappy Changing Policy and Procedure - Including the Handling of Soiled/Wet Clothing

Explorers Pre-school is happy to change children's nappies and does not ask parents / carers for their child to be toilet trained on joining the pre-school.

Nappy changing and cleaning/changing a child who has soiled/wet their clothing takes place in accordance with the individual child's needs and not in accordance to the pre-school routine.

All of Explorer's staff members have current Disclosure Barring Service checks (DBS). Any new member of staff whom is awaiting their criminal records check will not be permitted to change a child's nappy/clothing or be left alone with children at any time. Also volunteers or visitors to the pre - school will not be permitted to change a child's nappy/soiled/wet clothing.

Before taking a child to change their nappy/soiled/wet clothing, the staff member responsible will inform another member of staff. This is to ensure other staff members do not worry if they have seen that a child is missing from the group and also it is to ensure that staff members are aware of where other members of staff are.

Children's nappies will be changed in the large toilet cubicle. Staff members will ensure that the changing mat/area is clear and clean before changing a child's nappy/soiled clothing/wet clothing.

Children's nappies will be changed on the floor using the nappy changing mat. This is to ensure the health and safety of staff members and to ensure children do not fall from a height.

During the induction process parents/carers are clearly informed that nappies are not disposed of on the premises, instead nappies are placed in a nappy sack and put in the children's bags to dispose of at home.

Parents/carers supply nappies and cream. Wipes available in school - parents consulted regarding allergies.

Procedure for Changing a Nappy

When changing a child's nappy, staff members ensure that health, hygiene and safety for the child and themselves is maintained. The member of staff changing a nappy will follow the procedure stated below:

- Adult to wash hands.
- Clean nappy changing mat, using an anti-bacterial wipes or spray.
- Put on a pair of gloves.
- Use the child's supplied nappies, wipes and cream.
- Encourage the child to take off their own clothing and lay on the mat.
- Take off the used nappy and place it in the nappy sack.
- Clean child's bottom with wipes, ensuring they are clean. Place used wipes in the nappy sack.

- Once a child's nappy has been changed use an anti-bacterial spray to clean the nappy mat and wipe with paper towels.
- Dispose of used gloves and paper towels in the bin.
- Children's nappies to be put in the child's bag.
- Staff members will wash their hands.
- Staff members support children to wash their hands.

Changing Soiled/Wet Clothing

When changing a child's soiled/wet clothing, staff members ensure that health, hygiene and safety for the child and themselves is maintained. The member of staff will follow the procedure stated below:

- Collect the child's clean clothing or collect spare clothing from peg.
- Adult to wash hands.
- Put on a disposable pair of gloves.
- Support the child when removing soiled/wet clothing and place it in the nappy sack..
- Clean child's bottom with wipes, ensuring they are clean. Place used wipes in a separate nappy sack and put in the bin.
- Dispose of used gloves in the bin.
- Depending upon child's age and ability help them to get dressed into clean clothing.
- Staff members will wash their hands.
- Staff members support children to wash their hands.
- Child's soiled/wet clothing to be put in the child's bag.
- Inform parent/carer that child has been changed.