

NAPPY CHANGING POLICY

Policy statement:

The company acknowledges the significance of meeting a child's needs through adaptable and considerate care routines. When attending to a child's needs, particularly during changing, the staff member in charge (typically the Key Person) must ensure the child's physical and emotional requirements are addressed, their learning and development are fostered, and their dignity and privacy are upheld. To promote inclusive practices, equal opportunities, consistent care, and personalised approaches, staff must collaborate with parents/carers in delivering care routines.

Our aim is to guarantee the safety and well-being of children during nappy changes, protecting against potential harm. Additionally, we want to ensure that the staff member involved feels fully supported and can carry out their duties safely and confidently. Staff members will undergo a comprehensive induction process, and only those with appropriate enhanced DBS checks will be assigned to nappy changing tasks.

Responsibilities:

Every team member is required to collaborate and take part in the collective effort to consistently and promptly check and change children. The changing facilities should be tailored to meet each child's specific needs. It is crucial to never leave a child who is soiled or wet unclean.

Whenever feasible, the child's designated Key Person should handle the task of changing children's nappy.

Staff members are required to engage in conversation with the baby/child during nappy changes. Making funny faces, smiling, and laughing together will strengthen your bond and contribute to their developmental growth.

Staff should demonstrate positive personal hygiene practices, which include thorough and effective handwashing.

Any observed violations of policies or concerns related to safeguarding must be promptly reported following the guidelines outlined in the Safeguarding Policy and/or Child Protection Procedures.

In the event of any safeguarding concerns arising during nappy changing responsibilities, staff members must promptly seek guidance from the Designated Safeguarding Lead and adhere to the Safeguarding policy as well as the Accident and Incident Procedures, including the protocols for pre-existing injuries.

Prior to nappy change:

Fresh nappies, wipes, and cream (if needed), along with baby wipes or cotton wool and warm water (if required), are readily available for each child undergoing a nappy change.

Prior to putting on disposable gloves and an apron, hands are thoroughly washed and dried using the designated hand wash sink.

Ensure that the nappy changing area and changing mat are thoroughly cleaned, free of any defects, and readily available for use.

The nursery offers Sudocrem as a chosen preference to prevent or soothe nappy rash. Parents will be requested to sign the Child Registration Form to provide prior consent for their usage. If parents would like us to use any other type of cream on your child, we will need this to be prescribed by a Doctor with the appropriate label attached.

NEVER LEAVE A CHILD UNATTENDED ON CHANGE TABLE.

Stay attentive by placing your hand on a child's tummy while they are lying on their back to ensure they stay securely positioned on the changing mat.

Method for nappy changing:

1. Lay the baby/child down on their back onto a changing mat.
2. If the baby/child's nappy is dirty, use the nappy to clean off most of the poo from their bottom.
3. Then use the baby wipes or cotton wool and plain warm water to remove the rest. Clean the whole nappy area gently but thoroughly and make sure you clean inside the folds of skin.
 - a. Girls should be cleaned from front to back to avoid getting germs into their vagina.
 - b. Boys should be cleaned around the testicles (balls) and penis, but there's no need to pull back their foreskin.
4. If it's warm enough, let your baby lie on the changing mat without a nappy on for a while (approx. 30 seconds). Wearing a nappy all the time makes nappy rash more likely.
5. Once clean and dry, apply a thin layer of barrier cream to protect their skin.
6. Instead of lifting the baby/child's legs up, gently flex your baby's legs towards their body holding the feet sole to sole and slide under a clean nappy.
 - If disposable nappies are used, take care not to get water or cream on the sticky tabs as they won't stick if you do.
 - If you're using cloth nappies, put in a nappy liner and then fasten the nappy. Adjust it to fit snugly round the waist and legs.
7. Pull the nappy up between their legs and lay it flat on their tummy. Pull the fastening tabs around and attach them to the front of the nappy.
8. The nappy should be snug but not too tight. Run your finger around each leg cuff to pull the nappy out to help prevent leaks.

After the nappy change:

Dispose of the soiled nappy by putting it into a nappy sack. Place the used wipes/cotton wool in the same nappy sack, tie it securely, and then deposit it into the lined bin provided. This bin may be integrated into the nappy changing unit or be a separate foot-operated pedal bin.

Remove and dispose of the gloves by placing them in the lined foot operated pedal bin.

Dress the child and assist them off the nappy changer.

Clean the nappy change mat with designated spray sanitiser and disposable paper towel, put the soiled towel into the bin.

Staff should wash their hands after each nappy change.

Complete the 'nappy chart'.

Potty training:

For information about Potty training procedures please visit Katey's nursery and pre-school Potty training policy and ERIC website – www.eric.org.uk.