



## Micheldever & Stratton Preschool Nappy Changing Policy (Revised 4<sup>th</sup> December 2022)

*Working in conjunction with the Early Years Foundation Stage Statutory Framework (EYFS).*

Quality and Consistency.

A Secure Foundation.

Partnership Working.

Equality of Opportunity.

**Unique Child   Positive Partnerships   Enabling Environment   Learning and Developing**

### Introduction

At Micheldever & Stratton Preschool we understand that children are ready for “potty training” at different ages. Many are socially and emotionally ready to start Pre-School before they are ready for potty training and some medical conditions mean a delay in training. Therefore, no child is denied a place at Micheldever & Stratton Preschool because he or she is in nappies.

### Procedures

The child’s key person will discuss the child’s specific routine and needs with the parents/carers prior to the child joining Micheldever & Stratton Preschool.

- The parent/carer will be asked to provide nappies or pull ups and to hand in nappy cream if they wish it to be used. The cream will need a “permission to administer medicine” form will need to be completed. Each time the cream is applied during the session, it will be recorded in the medication book and parents will need to sign this on collection of their child.
- Parents will be informed that we tend not to keep spare nappies at Micheldever & Stratton Preschool and that if a child has insufficient spares with them then we will contact the parent or carer to bring in more.
- To keep the child’s dignity while changing, nappies are preferable until the child starts potty training, whereby pull-ups are preferable whilst they are attending Micheldever & Stratton Preschool.
- Only staff known to that child and who hold an up to date DBS record will change a child’s nappy.
- Staff will be sensitive to the feelings of a child when changing nappies. They will ensure the changing area is comfortable and warm and will talk to the child as they change them, offering reassurance if necessary. They will not make remarks in any child’s earshot about the smell, etc.
- Staff will discourage other children from making derogatory comments.

- All staff will make every effort to ensure a child is left clean and comfortable after changing. However, if a member of staff feels that they are unable to do this using the facilities we have then they will contact the child's parents or carers and ask them to collect the child. This is to protect the health and dignity of the child.

#### Procedure for nappy changing:

- It is their responsibility to ensure their key children are checked regularly and changed as necessary, either by doing so themselves or by arranging for a colleague to do so. If the child is the dependent of the employee, then another colleague or the child's keyworker should change their nappy.
- When a child is checked or changed this must be recorded in the nappy change book.
- Disposable gloves and an apron must be worn at all times.
- Nappies must be double bagged before disposal and placed into the external dustbin. Soiled clothes must be double bagged and returned (discreetly) to parents/carers for washing.
- The changing area must be cleaned and disinfected after each child is changed.

Whilst staff understand that accidents happen and are equipped to deal with them, if a child is frequently wetting or soiling and it is causing the child distress or is causing health and safety concerns then parents may be requested to put their child back in nappies for a period of time.

We may suggest that a parent seeks advice from a health professional and we will work in partnership with that professional.

If a child remains in nappies beyond their 4th birthday, then an Individual Care Plan will be completed in consultation with the child's parents/carers.

#### Other Related Policies & Procedures

*The following policies provide additional information regarding the safeguarding and welfare of the children in our care:*

- *Administration of Medicines*
- *Admissions*
- *Children's Records Policy*
- *Children's Rights & Entitlement Policy*
- *Committee Policy*
- *Complaints*
- *Confidentiality & Client Access Policy*
- *Covid 19 Policy*

- *Daily Running Policy*
- *Diversity & Equality Policy*
- *Emergency Closure Policy*
- *Employment & Staffing Policy*
- *Environmental Policy*
- *Fire Safety & Emergency Evacuation Policy*
- *First Aid Policy*
- *GDPR Policy*
- *Health & Safety Policy*
- *Infection Control Policy*
- *Information Sharing Policy*
- *Key Person Policy*
- *Key Person & Settling Policy*
- *LADO Policy*
- *Looked After Children Policy*
- *Managing Children/Staff Allergies Policy*
- *Medicine Audit*
- *Mobile, Camera & Social Media Policy*
- *Organisation Policy*
- *Outings & Visits Policy*
- *Parent Involvement Policy*
- *Photography & Video Policy*
- *Physical Contact & Handling Policy*
- *Prevent & British Values Policy*
- *Provider Records Policy*
- *Risk Assessment Policy*
- *Safeguarding Policy*
- *Special Education Needs & Inclusion Policy*
- *Staff Alcohol & Drugs Policy*
- *Staff Behaviour Policy*

- *Staffing & Volunteers Policy*
- *Student Placement Policy*
- *Suitable Persons Policy*
- *Toileting Policy*
- *Transfer of Records Policy*
- *Usage, Storage & Retention Policy*
- *Whistleblowing Policy*
- *Working in Partnership Policy*

*This policy will be monitored and evaluated at committee meetings. It will be reviewed annually and unless new legislation or an incident occurs which requires an immediate review of this policy*

**December 2022**

**Review Date: December 2023**

**\* This Notice was adopted by the committee on 26/01/21**

**Signed: Marcus Mann**\_\_\_\_\_

\*This document was agreed via email by our Trustees as we were unable to hold our policy meeting due to the Covid-19 virus (Jan 2021)

**Reviewed Date: 12/12/22**

**Signature: *Mrs n L Mann-Roe***

**Amendments: Removed FS policies**

**Reviewed Date:**

**Signature:**

**Amendments:**

**Reviewed Date:**

**Signature:**

**Amendments:**

**Reviewed Date:**

**Signature:**

**Amendments:**