**Maidenhill Nursery Class**

**Nappy Changing and Toileting Policy**

## *Every child has the right to the best possible health. Governments must provide good quality health care, clean water, nutritious food, and a clean environment and education on health and well-being so that children can stay healthy-* Article 24 UNCRC

## Introduction

Services caring for young children who use nappies must have appropriate facilities. These facilities must provide children with a safe, clean environment and appropriate equipment, while promoting privacy, dignity and, for older children, independence.

Appropriate nappy changing and personal care facilities are essential for the health and wellbeing of children and of staff.

**Nappy Changing Procedures**

**Provision**: there should be a minimum of one nappy changing facility for every 10 children using nappies.

**Location**: nappy changing facilities must be separate but conveniently close to the playrooms, so staff can easily change children’s nappies in a timely manner.

**Space**: there should be enough space for staff and children to manoeuvre safely. Surfaces - Walls, ceiling, door and flooring must be of a suitable material that can be easily cleaned as necessary.

**Hand washing facilities**: There must be a designated sink for hand washing only, which must be located within the nappy changing area. Foam soap and paper towels or hand dryers must be provided to ensure hygienic and children and staff must never share hand washing water in communal basins Hand sanitisers are not a substitute for handwashing.

**Waste bins**: These should be used for disposable nappies and equipment; this could be a foot operated, lined, lidded bin or a specific bin designed for used disposable nappies There should also be a general waste bin for used paper towels and other waste. Nappies should be placed in a nappy sack before placing in the bins.

**Personal Protective Equipment**: Staff must wear disposable aprons to change children’s nappies as well as non-latex gloves. Staff must replace gloves, if changing a soiled change, when placing on the clean nappy. These are stored in the drawers under the changing unit to enable easy asses for staff.

**Storage:** A storage facility for bagged, used, non-disposable nappies or soiled clothing awaiting collection by parents may be necessary. All nappy changing products to be taken directly to the nappy changing unit for each child on each occasion as provided by the parent/carer and can be stored in the child’s own changing bag on their pegs.

**Cleaning products**: All cleaning products, including general purpose detergent or non-antibacterial surface cleaner used for cleaning of surfaces and nappy changing unit must be kept out of reach of children and prepared according to the manufacturer’s instructions (name).

**Manual Handling:** Children should be where possible encouraged to use the ladder on the side of the changing unit when going up and down from the changing unit. Staff should only lift children if they are unable to climb the ladder safely with assistance. Staff must always consider East Renfrewshire Councils manual handling policywhen lifting children.

* The nappy changing experience should be a relaxed, happy and social routine that provides valuable opportunities for interactions between staff and children on an individual basis. The environment should be organised in a way that promotes those positive interactions while also supporting positive learning experiences.

**Supporting Children’s Toileting**

When supporting children with toilet training and toileting it is important for staff to be available for children if they require assistance. Gloves, aprons and nappy bags are available outside the toilets and should be used if assisting a child with toileting.

Children’s dignity should be protected at all times and if a staff member is assisting a child with a change of clothes or with toileting.

**Monitoring and Review**

The DHT and SCDO will monitor this policy annually in August and updated as required.

Next review: August 2020

Policy author: D. Spence – SCDO

**Extra Reading**

(1) Health and Social Care Standards, Scottish Government, June 2017.

(2) Space to Grow: Scottish Government, June 2017.

(3) Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) Health Protection Scotland, NHS National Services Scotland, October 2016 and subsequent amendments: http://www.hps.scot.nhs.uk/resourcedocument.aspx?id=5761