

St. Angela's Nursery Class
Nappy Changing Policy

Rationale

To ensure that we provide nappy changing facilities that provides children with a safe, clean environment and equipment.

To ensure that we promote privacy, dignity and respect.

Statement

In St. Angela's Nursery Class, taking health and safety into consideration, we provide nappy changing facilities which are designed to promote the health and wellbeing of the children and staff.

Key Establishment Procedure

- For nappy changing, a safe, clean and private area is provided within the Nursery toilet.
- For privacy, and also to reduce the risk of infection, the doors to the changing area are kept closed.
- For health and safety purposes, nappy changing units used for children over the age of one year, have steps attached to enable the children, who can. Climb up to the nappy changing area.
- Nappy changing area has a foot operated, lidded nappy bin, which are emptied regularly.
- Nappy changing area has an adult height hand washing sink, with hot and cold water, in close proximity.
- Guidelines, to be followed for changing nappies, are displayed on the wall in nappy changing area.
- To reduce the risk of infection, the waterproof changing mat, and the surfaces are cleaned with antibacterial cleaner before and after each nappy.
- All cleaning products, gloves and aprons are kept out of reach of children.
- Gloves and an apron are worn by the member of staff changing the child's nappy, and, after use, they are removed and disposed of in the nappy bin provided.
- All children have their labelled individual box with their nappies, wipes etc, this is kept in cupboard under changing unit.
- If the child has a soiled nappy and then the child requires to have cream applied, a new pair of gloves is put on by the member of staff before applying the cream.
- A Personal Care Plan is compiled, in conjunction with the child's parent/carer, detailing the conditions regarding the application of nappy cream.
- A further medication form is completed detailing the conditions regarding the application of nappy cream.
- A nappy changing checklist, detailing the time of each nappy change and whether the nappy was wet or soiled is marked up daily, and the information is shared with the parents/carers.
- Staff & Child wash his/her hands after each nappy change.
- Any soiled clothes awaiting collection by parents are doubled bagged & stored in box with lid on shelf in toilet.

Roles and Responsibilities

Team Leader – To ensure that all members of staff are aware of the policy and it is regularly reviews, and adhered to at all times.

To ensure that all nappy changing taking into consideration the health, safety and wellbeing of all users.

Child Development Officers & Support for Learning Staff – To ensure that they are aware of and adhering to the policy.

Key Documents

Nappy changing facilitates in Early Year's Early Learning and Childcare Services. – July 2023

Health and Social Care Standards

Health and Safety Regulations.

Infection Prevention and Control in Childcare Settings (Health Protection Scotland, October 2016)

This policy was updated

August 2023

Date for Review

August 2025