

Balmalloch Primary School and Nursery Class



Safeguarding: Changing and Cleaning Children Policy



responsi**B**ility

gr**A**ttitude

BELIEVE IN YOURSELF

hu**M**ility and forgiveness

persever**A**nce

Love

ACHIEVE YOUR GOALS

h**O**nesty and gener**O**sity

respe**C**t

friends**H**ip & family

A Place of Enthusiastic Learning and Achievement!

Changing/Cleaning Children

Please remember to respect each child's right to privacy during toilet/changing routines.

Thank you

Children need changed for a wide variety of reasons - outdoor play, toilet training and accidents or wet from water play.

At the time for enrolment parents are asked to leave at least 2 changes of clothing in their child's nursery bag. This however, doesn't always happen. Therefore, there are spare clothes available in the nursery.

If a child requires to be changed then staff should use the changing area when changing a child's nappy or pull up, and use the children's toilet when supporting children to change their clothes if wet from outdoor play or sensory play.

If a child's nappy is required to be changed throughout the session then this must be recorded on the sheet present at the nappy changing area. Staff should record the date and time and who changed the child and this information should be passed onto parents/carers at the time of collection.

1. Ensure the following items are ready before changing a child's nappy - clean nappy, wipes and nappy cream/change of clothes if required. (children should have their own named cream).
2. Approach the child and say or sign that it is time for a nappy change. Or the child themselves may tell you when their nappy needs changing.
3. Put on a pair of disposal gloves and disposal apron. **(Staff must put on a fresh pair of gloves and fresh apron for every child that has a nappy changed).**
4. Support the child onto the nappy changing unit.
5. Encourage the child to help as much as possible when removing clothes; shoes, socks then trousers should all be removed.
6. Remove the child's nappy and clean the area, always from front to back using wipes.
7. If the child's clothes are wet/soiled they should be bagged separately and sent home.

8. If the child's nappy is soiled; staff should remove the gloves which were worn to change the child and apply a fresh pair. Gloves should be removed by peeling back from the wrist & turning inside out to avoid touching the outer contaminated area of the glove.
9. Apply the new clean nappy.
10. All nappies should be placed into a nappy bag and then into the nappy bin provided.
11. Remove used gloves and used apron and place them in the bin provided before touching child's clothing. Remove gloves by peeling them back from your wrists, turning them inside out as you go. Do not let your skin touch the outer contaminated surface of the glove.
12. Encourage the child to help as much as possible when redressing.
13. Help child down from the changing unit.
14. Encourage child to wash their hands at the sink.
15. Clean the nappy changing area with the spray provided and dry with a paper towel.
16. Wash and dry your hands thoroughly and dry with a disposable paper towel.

Points to consider:

- The child should always be reassured and comforted.
- Disposable aprons and gloves should be worn and then disposed of.
- Affected area(s) of the playroom should be disinfected.
- Keyworker should always be informed if a child has been changed for toileting reasons.
- Nappies should be disposed of in a nappy sack and soiled pants should be disposed of in a yellow bag.
- Remember to wash hands thoroughly after each change. Hands should be dried thoroughly with disposable paper towels.

For further information please refer to the Nappy Changing Facilities document issued by Care Inspectorate.

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