



Pre-school

Beddington

09 Early years practice procedures

09.8 Prime times - Intimate care and nappy changing

Prime times of the day make the best of routine opportunities to promote 'tuning-in' to the child emotionally and to create opportunities for learning **while attending ABC Pre-school Beddington**.

Children's privacy is maintained during nappy changing and toileting, whilst balanced with safeguarding considerations. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration, and learning.

Young children, intimate care, and toileting

- Young children are usually changed within sight or hearing of other staff whilst always maintaining their dignity and privacy. Our nappy changing room area is a room off the main hall. Children have privacy but are within sight and hearing of other members of staff.
- Our changing area is warm and is a safe area to lay young children if they need to have their bottoms cleaned.
- Key persons are responsible for changing where possible. Back-up key persons take over in the key person's absence, but where it is unavoidable that other members of staff are brought in, they must be briefed as to their responsibilities towards designated children, so that no child is inadvertently overlooked and that all children's needs continue to be met.
- Children are changed at about 11.45am and 2.00pm unless they have a soiled or very full nappy, or the parent/carer has specified extra nappy changes.
- Each child has their own nappies, changing wipes, and nappy cream if needed, these are kept in the child's bag or in their basket; there may also be a special toy for the child to play with.
- Young children from 2 years may be put into 'pull ups' as soon as they are comfortable with this and if parents agree.
- Members of staff put on aprons before changing starts and the area is prepared, gloves are always worn for soiled nappies.

ABC Pre-school Beddington is a Limited Liability Partnership number OC404553.

Policy 09.8

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- All members of staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Practitioners ensure that nappy changing is relaxed and a time to promote independence in young children.
- Practitioners never turn their back on a child or leave them unattended in the changing area.
- If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
- Wipes or cotton wool and water are used to clean the child. Where cultural practices involve children being washed and dried with towels, staff aim to make reasonable adjustments to achieve the desired results in consultation with the child's parents. Where this is not possible it is explained to parents the reasons why. The use of wipes or cotton wool and water achieves the same outcome whilst reducing the risk of cross infection from items such as towels that are not 'single use' or disposable.
- Practitioners are gentle when changing and avoid pulling faces and making negative comments about the nappy contents.
- Practitioners do not make inappropriate comments about children's genitals, nor attempt to pull back a boy's foreskin to clean unless there is a genuine need to do so for hygiene purposes.
- Young children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- They are encouraged to wash their hands and have soap and paper towels to hand. They should be allowed time for some play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used by young children, as they are no more effective than ordinary soap and water.
- Older children use the toilet when needed and are encouraged to be independent.
- Members of staff do not wipe older children's bottoms unless there is a need, or unless the child has asked.



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- Sometimes a child may have a sore bottom. This may have happened at home as a result of poor care; or the child may have eaten something that, when passed, created some soreness. The child also may be allergic to a product being used. This must be noted and discussed with the parent and a plan devised and agreed to help heal the soreness. This may include use of nappy cream or leaving the child without a nappy in some circumstances. If a medicated nappy cream such as Sudocrem is used, this must be recorded as per procedure 04.2 Administration of medicine.
- Very soft, watery stools are signs of diarrhoea; strict hygiene needs to be carried out in cleaning the changing area to prevent spread of infection. The parent should be called immediately to collect their child, who must be taken to the doctor. The child has been free of symptoms for 48 hours before returning.
- Parents are encouraged to provide enough changes of clothes for 'accidents when children are potty training.
- The setting keeps both boys' and girls' spare clothes in a range of sizes which are clean, in good condition.
- All members of staff are responsible for changing nappies and toilet training.
- If young children are left in wet or soiled nappies/pull-ups in the setting, this may constitute neglect and will be a disciplinary matter.

Nappy changing is always done in the appropriate/designated area. Children are not changed in play areas or next to snack tables.