



Safeguarding and Welfare Requirement: Health

Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies.

6.4 Nappy Changing and Personal Care

Policy statement

At **Impact Montessori Nursery**, we recognise that nappy changing and personal care are important aspects of caring for babies and young children.

No child will be excluded from attending the nursery because they are not yet toilet trained or require nappies, pull-ups or other continence support.

We work in partnership with parents and carers to support children's individual toileting and personal-care needs. We recognise that children develop at different rates and that toilet training should be approached positively, respectfully and without pressure.

Our aim is to ensure that every child is cared for safely, hygienically and with dignity while developing independence and confidence in their personal care.

Nappy changing and personal care

- Each child who requires nappies, pull-ups or other continence support will have their individual needs discussed with their parents/carers.
 - Parents/carers should provide an adequate supply of nappies, pull-ups, wipes and spare clothing as required.
 - Staff will change nappies regularly and whenever necessary, including when a child is wet or soiled.
 - Children will not be left for prolonged periods in wet or soiled nappies.
 - Nappy changing will take place in the designated changing area using appropriate hygiene procedures.
 - Staff will ensure that children are treated with dignity and respect throughout the process.
 - Staff will use positive, age-appropriate language and will never shame, embarrass or make negative comments about a child's body, toileting or nappies.
 - Children will be encouraged to participate in their personal care as appropriate to their age and stage of development.
 - Staff will explain what they are doing to the child and encourage communication throughout the process.
 - Staff will respond sensitively to a child's individual preferences, communication needs, cultural requirements and additional needs.
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Toilet training

Toilet training is an individual developmental process.

We will:

- work in partnership with parents/carers;
- follow the child's individual readiness rather than imposing a particular age;
- encourage children to recognise and communicate when they need to use the toilet;
- provide encouragement and reassurance;
- allow children to become familiar with the toilet without pressure;
- encourage children to wash their hands after using the toilet;
- provide appropriate support for children who are learning to use the toilet; and
- maintain a consistent approach between home and nursery where possible.

We will never shame, punish or pressure a child because of toileting accidents.

Children who are toilet training will have access to spare clothing and will be supported sensitively if an accident occurs.

Children will not be required to wear pull-ups or trainer pants simply because they have reached a particular age. Decisions about toileting will be based on the individual child's development and needs, in partnership with their parents/carers.

Changing arrangements and safeguarding

Nappy changing and personal care will be carried out in a way that balances the child's privacy and dignity with appropriate safeguarding arrangements.

- Staff will follow the nursery's safeguarding procedures at all times.
- Children will never be left unattended on a changing surface.
- Staff will ensure that appropriate supervision and safeguarding arrangements are maintained.
- Where possible, the changing area will be positioned so that staff can maintain appropriate awareness of the surrounding environment while respecting the child's privacy.
- Staff will not unnecessarily expose or undress a child.
- Only the minimum clothing required for the personal-care task will be removed.
- Staff will communicate appropriately with children throughout the process.
- Any concerns about a child's physical condition, injuries, hygiene, behaviour or comments will be reported in accordance with the **Safeguarding and Child Protection Policy**.

Where a child requires intimate care beyond normal nappy changing or toileting, the nursery will work with parents/carers to agree an appropriate care plan.

Hygiene procedures

Staff will follow appropriate infection-control procedures when changing nappies.

Staff will:

- wash their hands before and after changing each child;
- use disposable gloves and other appropriate protective equipment where required;
- clean and disinfect the changing surface between children;
- use a fresh disposable covering where appropriate;
- dispose of nappies and other waste hygienically;
- keep changing supplies clean and organised;
- keep cleaning products safely away from children; and
- follow the nursery's infection-control and cleaning procedures.

Children will be encouraged and supported to wash their hands with liquid soap and water after using the toilet and after appropriate personal-care activities.

The nursery will use suitable child-friendly soap and will not use unnecessary antibacterial products as a substitute for proper handwashing.

Changing equipment

The changing area will be maintained in a clean, safe and suitable condition.

Staff will check that:

- changing equipment is secure and fit for purpose;
- the changing surface is clean and hygienic;
- supplies are readily available;
- waste is disposed of appropriately; and
- cleaning materials are stored safely and securely.

Children will never be left unattended on a changing table or other raised surface.

Disposal of nappies and soiled clothing

Disposable nappies and pull-ups will be disposed of hygienically in accordance with the nursery's waste arrangements.

Where appropriate:

- soiled nappies will be securely wrapped or bagged;
- waste will be placed in the designated nappy/clinical waste receptacle;
- reusable nappies will be returned to parents/carers in accordance with the agreed arrangements; and
- soiled clothing will be placed in a suitable bag and returned to parents/carers.

Staff will follow appropriate infection-control procedures when handling soiled items.

Personal care and additional needs

Some children may require additional support with toileting or personal care because of:

- developmental differences;

- disabilities;
- medical conditions;
- additional learning needs;
- sensory needs; or
- continence difficulties.

We will work in partnership with parents/carers and, where appropriate, relevant health or other professionals to ensure that the child's needs are safely and appropriately supported.

Where a child requires a specific personal-care routine, this will be documented and shared with relevant staff.

Staff responsibilities

All staff involved in nappy changing or personal care must:

- understand and follow this policy;
- maintain appropriate professional boundaries;
- respect children's dignity and privacy;
- follow hygiene procedures;
- use appropriate language and behaviour;
- report any concerns immediately;
- maintain confidentiality; and
- follow safeguarding procedures.

Staff must never use personal care as an opportunity for inappropriate interaction with a child.

Any concern about inappropriate behaviour or a child's disclosure will be managed in accordance with the nursery's **Safeguarding and Child Protection Policy**.

Supporting children's independence

Nappy changing and toileting are opportunities to develop children's independence and self-care skills.

Depending on their age and stage of development, children will be encouraged to:

- recognise when they need to use the toilet;
- communicate their needs;
- access the toilet appropriately;
- manage clothing with support where necessary;
- participate in changing or cleaning themselves where appropriate;
- wash and dry their hands; and
- develop confidence in managing their own personal care.

Staff will provide appropriate encouragement without rushing or placing pressure on the child.

Accidents and concerns

Toileting accidents are treated as a normal part of childhood development.

Staff will respond calmly and respectfully and will ensure that the child is cleaned, changed and reassured.

Repeated accidents, changes in toileting patterns or concerns about a child's continence or physical wellbeing will be discussed sensitively with parents/carers and, where appropriate, the child's key person or manager.

Any safeguarding concern identified during personal care will be reported immediately in accordance with the nursery's safeguarding procedures.

This policy was adopted by: Impact Montessori Nursery

Date adopted: _____

Date of next review: _____

Signed on behalf of the provider: _____

Name of signatory: _____

Role: _____

Signature: _____

Date: _____