

## **F. Toileting and Nappy Changing Procedure for Welford Pre-school and Extended Services**

### **Statement of Intent**

No child is ever excluded from participating in our provision because they are not yet toilet trained and may still be wearing nappies or equivalent. We work with parents/carers towards toilet training at the appropriate time, unless there are medical or other developmental reasons why this may not be appropriate at the time.

### **Aim**

We have the facilities to accommodate children who are not yet toilet trained including a nappy changing area and potties, and aim to do all we can to support children and their families during these stages.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

### **Method**

- Personal arrangements are made with the parent/carer for toileting and nappy changing arrangements.
- At regular intervals during the day, those children in nappies or need help with toileting are checked, changed or taken to the toilet as required.
- Changing areas are warm and have safe areas to lay young children if they need to have their bottoms cleaned.
- Each young child has their own bag to hand with their nappies or 'pull ups' and their own changing wipes if preferred.
- Gloves and aprons are put on before changing starts and the areas are prepared. Fresh paper towel is put down on the changing mat for each child.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, key persons ensure that nappy changing is relaxed.
- 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 should be encouraged to wash their hands and have soap and 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 for young children.
- Staff are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents'.
- Staff do not make inappropriate comments about young children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and 'pull ups' are disposed of hygienically. The nappy or pull up is bagged and put in the nappy bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are double-bagged for the parent/carer to take home.
- If young children are left in wet or soiled nappies/pull ups while at Welford Pre-school, this may constitute neglect and will be a disciplinary matter. Welford Pre-school has a duty of care towards children's personal needs.
- All changes of clothes or nappies are recorded in the appropriate record and the parent/carer is informed and will sign to say they have been informed. Due to our COVID-mitigation procedure, parents/carers are not currently required to sign to say they have been informed.

Date reviewed	<b>13/05/2021</b>
This policy was adopted at a meeting of Welford Pre-school held on	<b>20/05/2021</b>
Signed on behalf of the Committee	<i>E Worrell</i>
Role of signatory	<b>Chair</b>