

Nappy Changing

At Snowdrop Cottage we support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. Our procedure meets best practice identified by the UK Health Security Agency's *Infection prevention and control* document¹.

We enable a two-way exchange between parents and key persons so that information is shared about nappy changing and toilet training in a way that suits the parents and meets the child's needs.

When developmentally appropriate, we work closely with parents/carers to sensitively support toilet training in a way that suits the individual needs of the child and ensures consistency between home and nursery, for more information see Toilet Training Policy.

We will use appropriate designated facilities for nappy changing which meet the following criteria:

- Facilities are separate to food preparation and serving areas and children's play areas
- Changing mats have a sealed plastic covering and are frequently checked for cracks or tears. If cracks or tears are found, the mat is discarded.
- Clean nappies are stored in a clean dry place; soiled nappies are placed in a specific nappy bin. Bins are emptied regularly and at the end of each day are always emptied into an appropriate waste collection area.

Staff changing nappies will:

- Use a new pair of gloves for each nappy change and/or wash hands before and after.
- Clean disinfect and dry mats thoroughly after each nappy change
- Ensure they have all the equipment they need before each nappy change
- Keep nappy bags, gloves and aprons out of reach of babies and children.

We wish to ensure the safety and welfare of the children whilst being changed and safeguard against any potential harm, as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties through the following actions:

- Using this one-to-one time as a key opportunity to talk to children and help them learn, e.g. through singing and saying rhymes during the change
- Ensuring that the nappy changing area is inviting and stimulating and change this area regularly to continue to meet children's interests
- Ensuring all staff undertaking nappy changing have suitable enhanced DBS checks
- Ensuring that no child is ever left unattended during the nappy changing time
- Making sure staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted.
- Ensuring suitably competent and responsible students only change nappies with the support and supervision of a qualified member of staff
- Ensuring hygiene procedures are followed appropriately
- Working closely with parents on all aspects of the child's care and education as laid out in the parent and carers as partner's policy. If a child requires specific support, the nursery will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs
- Ensuring all staff have an up-to-date understanding of child protection and how to protect children from harm. This includes identifying signs and symptoms of abuse and how to raise these concerns as set out in the child protection policy
- Balancing the right for privacy for the children with the need for safeguarding children and adults by making sure intimate care routines do not take place behind closed doors
- Cameras, tablets and mobile phones are not permitted within toilet and intimate care areas

¹ <https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>

- Operating a whistleblowing policy to help staff raise any concerns relating to their peers or managers and helping staff develop confidence in raising concerns as they arise in order to safeguard the children in the nursery
- Conducting working practice observations of all aspects of nursery operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes all intimate care routines
- Conducting regular risk assessments of all aspects of nursery operations including intimate care and reviewing the safeguards in place. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

Reusable nappies

Due to our lack of appropriate facilities we usually request disposable nappies be used during their time at nursery. If a child does wear reusable nappies we will develop a strategy with the parents on an individual basis.

Our preference is that children arrive at nursery in their usual reusable nappy and staff then immediately change them into a disposable nappy supplied by the nursery, putting the used reusable nappy into a parent-supplied wet-bag. When the parents are due to collect the child at the end of the session, the staff will change the child into a fresh reusable nappy supplied by the parents, ready to go home.

If any parent or member of staff has concerns or questions about nappy changing procedures or individual routines, please see the manager at the earliest opportunity.

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>September 2025</i>	<i>L Jones</i>	<i>September 2026</i>