



## Marshmallows Nursery Nappy Changing Policy & Procedure

### 1. Purpose

To provide all staff with a clear Code of Practice for changing nappies.

### 2. Responsibility

The Nursery Manager is responsible for ensuring all staff understand and follow this procedure.

### 3. Introduction

Marshmallows Nursery recognises that there is a need for nappy changing to be safe, hygienic and a comfortable experience for both children and staff.

We see toilet training as a self-care skill that children need to develop; work is carried out with parent/carers towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at this time.

Nappy/toilet changing facilities are provided and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

In order to encourage a healthy self-esteem and a sense of identity practitioners should ensure that nappy changing is an enjoyable and relaxing time. It is also a good communication opportunity for both children and staff.

### 4. Nappy Changing Procedure

- Ensure that you have all your resources to hand i.e. nappy, wipes, nappy sacks, disposable apron & gloves, paper towels, anti-bacterial spray and spare clothes if needed.
- Approach this child and explain to them what you are going to do.
- Put on disposable gloves and an apron.
- Assist child onto changing mat and encourage them to lie down.
- Remove child's shoes and remove or lower child's clothing as required.
- Remove nappy and place in a nappy sack.

- Clean the nappy area thoroughly using wipes/cotton wool and water as per the individual child's requirements, placing the used wipes/cotton wool in the nappy sack.
- Apply cream if necessary or requested.
- Put on a clean nappy, ensuring a snug, not tight fit, and replace clothing and shoes.
- Tie the nappy sack up and dispose of in the nappy bin.
- Assist the child off the nappy changing mat and encourage them to wash their hands.
- Cleanse the nappy changing may using a paper towel and anti-bacterial spray.
- Wash hands and record the nappy change on the daily sheet.

Note: If you have to change any clothing as it is soiled, please double bag and put back into the child's nursery bag.

#### 5. Do not

Leave the child unattended on the nappy changing mat if it is raised off the floor.

Leave the nappy changing area wearing the disposable apron and gloves.

Use the same gloves for multiple nappy changes.

#### 6. Links to Policy:

Toilet Training Policy