

# Collaton St Mary Pre-School

The Parish Rooms, Blagdon Road, Collaton St Mary, Paignton TQ3 3YA

## Intimate Care and Nappy Changing Policy

### Policy Statement

Collaton St Mary Pre-School does not exclude any child from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We make necessary adjustments to our bathroom provision and hygiene practice in order to accommodate children who are not yet toilet trained.

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.

### Procedures

- Staff members have a list of personalised changing times for the young children in their care who are in nappies or 'pull-ups'. Changing areas are warm and there are safe areas to lay young children if they need to have their bottoms cleaned.
- Nappy changing is always done in an appropriate/designated area.
- Gloves and aprons are put on before changing starts and the areas are prepared.
- Where possible, the child's key worker will change young children in nappies.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, all staff members ensure that nappy changing is relaxed and a time to promote independence in young children.
- Staff are gentle when changing; they avoid pulling faces and making negative comment about 'nappy contents'.
- Staff do not make inappropriate comments about young children's genitals when changing their nappies.
- 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.
- Should a child have an allergy to the hand soap used within Pre-School, the staff will liaise with the child's parents to find a suitable alternative.

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- Older children access the toilet when they have the need to and are encouraged to be independent.
- Should a child need to have their clothes removed due to soiling then staff will reassure and explain to the child the need to get them cleaned up. A private space will be used to change the child in.
- Nappies and 'pull ups' are disposed of hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is double bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for the parent to take home.
- Staff record in the 'Intimate care log' with name of child, date, time, reason for change, ie wet, soiled nappy or clothes, and any comments, for instance if the stool is of a different appearance than is usual for the child being changed, and parents are informed at the end of the session of this.
- If a child has very watery runny stools, then this could be a sign of diarrhoea and strict cleaning procedure should be carried out following the change. The parents should be called immediately and asked to collect their child from Pre-School, and the child should not return to Pre-School until they are 48 hours clear of infection.
- If a child has a sore bottom, this is also noted on the 'intimate care log' and discussed with parents. If a nappy cream is required, then parents can provide this, and it is recorded on the log. If it is a medicated cream, then an administration of medication form is completed.
- Parents are encouraged to provide enough changes of clothes for 'accidents' when children are potty training.
- NB 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. Settings have a 'duty of care' towards children's personal needs.

This policy was adopted at a meeting of the Collaton St Mary Pre-School Trustees.

Date .....

Signed .....

Position .....

Review date .....