

# Toilet Training and Nappy Changing Policy

## Statement of intent

We wish to include all children in our setting/school and understand that children arrive at pre-school/school at different stages in their development and that some children may still be in nappies or trainer pants/pull-ups. We work with parents towards toilet training, unless there are any medical or developmental reasons why this would be inappropriate.

## Aim

We aim to ensure that all children are given dignity and privacy throughout their nappy/pull-up changing and when changing soiled clothes. We ensure that changes are carried out in a caring and hygienic manner with minimum distress to the child in a way agreed with the parents.

## EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.2 Inclusive Practice 1.4 Health and well-being	2.2 Parents as partners 2.4 Key Person	3.2 Supporting Every Child	

## Procedures

In the event of it being necessary to change a child's nappy/pull-up or clothes the following procedures will be followed.

In order to care for the children's physical needs we ask that parents/carers

- Make sure that wherever possible children arrive at pre-school wearing a clean nappy or trainer pants/pull-up.
- Provide nappies, pull-ups, clean clothes, wipes and bags for soiled nappies/pull-ups/clothes so that if it is necessary to change the child their individual needs can be met. Pre-school/school will supply clean clothing if required, parents are asked to return these as soon as possible in a clean state.
- Discuss any issues arising from the policy with the child's key person.

The pre-school will ensure that:

- Only a member of staff with relevant disclosure and Barring checks will change children.
- Children will be changed in a private, designated area which complies with Health and Safety regulations.
- Although this area is private it is not secret and the member of staff can still be easily seen and heard by other staff members.
- The designated area/table etc. Will be cleaned before and after a child is changed with a suitable cleaner.
- A child will never be left alone on the changing table.
- Staff will wear clean disposable gloves for each child,
- We provide sensitive baby wipes for occasional use as necessary.
- Appropriate hand washing facilities will be available for the adult and the child and hands will be washed using soap and dried thoroughly with a paper towel after completing the procedure.
- Dirty nappies/pants will be double bagged and returned to parents/carers when the child is collected. Disposable nappies/pull-ups will be bagged and placed in nappy bin in pre-school.
- The child's privacy will be respected at all times during changing.
- A record of the change of nappy/pull-up/ clothes will be recorded in the changing book stating time and date changed, child's name and name of adult who changed child, it will also be recorded if the child had a toileting accident or routine nappy change.
- Where children are in pull-ups we will remind them at frequent intervals throughout the day to use the toilet. All children are reminded to use the toilet before snack time and lunch time to flush the toilet and wash their hands, staff may supervise these times and encourage children to use the toilet independently and wash hands.
- A rostered member of staff will ensure that the toilet areas are kept clean at all times using check list displayed in toilets.
- If a child is in nappies/pull-ups these are checked once during the morning/at lunch time and once during the afternoon and changed as necessary or when required.
- During changing and toilet training experiences staff will interact with the child and if the child is upset to reassure and comfort them. Praise

will be given verbally throughout the changing experience. Reward system of using stickers will be used with children who have just begun toilet/potty training as an incentive.

- Potty training is encouraged in accordance with the wishes and methods of the parent/carer.
- If the parent/carers have any queries about these procedures they can talk to their child's key person or any member of staff.

<b>Manager of Pre-school</b> Signed..... <i>R. Rubin</i> .....
Date..... <i>16.12.15</i> .....
<b>Governing Body</b> Signed..... <i>[Signature]</i> .....
Date..... <i>16<sup>th</sup> DECEMBER 2015</i> .....
<b>Next Review Date October 2016</b>