



Winton Pre-School Little Explorers

09 Early years practice procedures

09.9 Prime times – Intimate care and nappy changing

Prime times of the day make the best of routine opportunities to promote 'tuning-in' to the child emotionally and to create opportunities for learning. Children's privacy is maintained during nappy changing and toileting, whilst balanced with safeguarding considerations. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration, and learning.

- Children are usually changed within sight or hearing of other staff whilst always maintaining their dignity and privacy. Wherever possible, nappy changing and intimate care is carried out in pairs to safeguard both the child and staff members. Where the layout of the setting makes this difficult to achieve, the setting manager completes a risk assessment to ensure that alternative arrangements are in place
- Staff undertake changing children on a rota-basis to ensure children are comfortable with all staff.
- Nappy changing areas are warm; there are no bright lights shining down in children's eyes.
- Each child has their own bag to hand, containing their nappies and changing wipes.
- Members of staff put on aprons if they wish, before changing starts and the area is prepared; gloves are always worn for soiled nappies.
- All members of staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Staff ensure that nappy changing is relaxed and a happy time for children.
- Staff never turn their back on a child or leave them unattended on a changing mat.
- Staff are gentle when changing; they allow time for communicating with the child, talking, and responding to the child. They allow time for play and 'rituals' that the child enjoys, such as gently tickling tummies or toes.
- Staff avoid pulling faces and making negative comment about the nappy contents.

- Staff do not make inappropriate comments about child's genitals, nor attempt to pull back a boy's foreskin to clean unless there is a genuine need to do so for hygiene purposes.

Nappy changing records.

- Staff record when they changed the child and whether they passed a stool and if there was anything unusual about it e.g. hard and shiny, soft, and runny or an unusual colour.
- A stool that is an unusual colour/consistency, the parent/carer is informed.
- Exceptionally soft, watery stools are signs of diarrhoea; strict hygiene needs to be carried out in cleaning the changing area to prevent spread of infection. The parent/carer should be called to inform them, and that if any further symptoms occur, they may be required to collect their child.
- Sometimes a child may have a sore bottom. This may have happened at home because of poor care; or the child may have eaten something that, when passed, created some soreness. The child also may be allergic to a product being used. This must be noted and discussed with the parent/carer and a plan devised and agreed to help heal the soreness. This may include use of nappy cream. If a medicated nappy cream such as Sudocrem is used, this must be recorded as per procedure 04.2 Administration of medicine.

Young children, intimate care, and toileting

- Young children from two years may be put into 'pull ups' only when actively potty training and if parents/carers agree.
- Changing areas are warm, appropriately sited and there are safe areas to lay young children if they need to have their bottoms cleaned.
- If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
- Each young child has his/her own bag to hand with their nappies/pull ups and changing wipes.
- Staff ensure that nappy changing is relaxed and a time to promote independence in young children.
- 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 a nearby toilet.
- They are encouraged to wash their hands and have soap and paper towels to hand.

- Staff are gentle when changing and avoid pulling faces and making negative comment about the nappy contents.
- Wipes or cotton wool and water are used to clean the child. Where cultural practices involve children being washed and dried with towels, staff aim to make reasonable adjustments to achieve the desired results in consultation with the child's parents/carers. Where this is not possible it is explained to parents/carers the reasons why. The use of wipes or cotton wool and water achieves the same outcome whilst reducing the risk of cross infection from items such as towels that are not 'single use' or disposable.
- Older children use the toilet when needed and are encouraged to be independent.
- Members of staffs do not wipe older children's bottoms unless there is a need, or unless the child has asked.
- Parents/carers are encouraged to provide enough changes of clothes for 'accidents when children are potty training.
- Spare clothes are kept by the setting and are clean, in good condition and are in a range of appropriate sizes.
- 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.

Nappy changing is always done in an appropriate/designated area. If there are limitations for nappy change areas due to the lay-out of the room or space available this is discussed with the setting managers so that an appropriate site can be agreed that maintains the dignity of the child and good hygiene practice.