

SAFEGUARDING

Staff procedures for changing nappies/toileting accidents

- Nappy changing should be a positive experience for the child.
- Nappies to be changed/toileting accidents should be dealt with by either the child's Key Person (or otherwise by most appropriate fully DBS (CRB) checked member of staff for that child)
- Always tell another member of staff that you are taking a child to have their nappy changed or to deal with a toileting accident, and which child it is. (This is for safeguarding of the child and staff member as well as other children in the care of the Nursery). Always call for assistance if necessary, particularly if child is distressed.
- If you are concerned about a child's inappropriate language or behaviour or you find they have any unexplained marks or bruises, report your concerns to the teacher in charge.
- Nappy changing is to be done in the Nursery cloakroom area.
- Assemble all resources that you will need – these should be in child's blue bag. If items are missing, there are spares that can be used. Make note to ask parents to replenish supplies and spare clothes if necessary.
- Disinfect changing mat before and after use, using the disinfectant surface wipes. Always wear disposable gloves (a separate pair for each child) for nappy changing and toileting accidents. Wear a disposable apron if the child is very soiled. Use children's own baby wipes, if supplied, in case of skin sensitivity.
- Place soiled nappy, wipes etc in nappy sack, double-wrapping if necessary. After disinfecting the changing mat, place the used disinfectant wipes together with disposable gloves and apron in a nappy sack or plastic bag. Dispose of everything in the Nappy Bin. If necessary, disinfect the lid of Nappy Bin.
- For toileting accidents, use wall-mounted blue roll of tissue and disinfectant floor wipes to clean floor and dispose of these in plastic bag in Nappy Bin. If child needs cleaning, use their own baby wipes, if supplied, in case of skin sensitivity. Bag soiled clothes securely to return to parents.
- If possible or appropriate, encourage children to take an interest in using the toilet (or potty).
- Remind child to wash and dry his/her hands. Staff should thoroughly wash their own hands.
- Nappies –
Note on the central log sheet at the nappy changing area that you have changed nappy, at what time and whether it was soiled (S), wet (W) or dry (D). Also write details in child's Contact Book for parents' information. (For reasons of confidentiality, the central log sheet should only show the initials of both children and members of staff).
- Toileting Accidents –
Make note to mention incident to parents verbally or in Contact Book and ask them to replace any soiled or wet clothing in their blue bag.
- Nappy Bin to be emptied at least twice a week (e.g. Wednesday and Friday), top secured, into general bin.