



Nappy Changing, Toileting and Intimate Care Policy

Equality Statement

At Trelawnyd Little Learners we aim to develop and maintain a culture of inclusion and diversity, in which all those connected with the provision feel proud of their identity and able to participate fully in our sessions.

Policy Statement

Starting school or nursery is an exciting and important stage for a child. It is a time for growth and very rapid development. As with all developmental milestones, there is a wide variation in the time at which children will master certain skills. Toileting is one of those skills, and it is key in contributing to independence and self belief.

Trelawnyd Little Learners will ensure that when children are changed, both their physical and emotional needs are met. Children will be changed regularly where needed, with changes being documented accordingly on an intimate care form that is filed away and updated at every change. Nappies (or equivalent) or soiled/wet underwear will be changed by members of staff who have been DBS cleared. Children will be changed in a caring and considerate manner, and offered support no matter what stage of the toileting process they are currently at.

Parents / guardians are requested to supply nappies and wipes / spare underwear and changes of clothes (depending on the stage of toileting the child is at).

Trelawnyd Little Learners will keep a supply of spare nappies, wipes and changes of clothes. If spare clothes are sent home, parents / guardians are expected to return them to the setting once clean.

Changing will occur only in the designated changing area (infant's bathroom) which meets health, hygiene and safety standards. The area respects the child's right to privacy yet is also easily supervised and accessible.

During toilet training, staff will encourage independence and support the child with positive reinforcement. Toilet training will be supported following discussions between the staff within the setting and their parent / guardian.

We recognise that children present in many different ways with regards to their toileting independence as they begin to attend a part or full time school / playgroup, as listed here:

- Fully toilet trained across all settings, including the home and school
- Fully toilet trained but regress in response to the stress and excitement of starting a new setting
- Be fully toilet trained at home but prone to accidents in new or unfamiliar settings
- Be at the point of being toilet trained but require reminding and encouragement
- Not toilet trained at all but likely to respond quickly to a well structured toilet training routine
- Be fully toilet trained but have disabilities or learning difficulties
- Have delayed onset of full toilet training in line with other developmental delays but are likely to master these self-care skills with support and a well structured toilet training routine
- Have medical / health concerns that make it unlikely that they will be toilet trained in the immediate future
- External factors away from the school that could contribute to stress and toilet training regression

Location of Changing

Whenever possible it is recommended that mobile children are changed standing up on a changing mat in the infant toilet area or cubicles; if this is not possible then children should be changed sitting or lying down on a changing mat on a suitable surface within the infant toilet area.

Resources

Changing time can be a positive learning opportunity that promotes independence and self worth. Trelawnyd Little Learners ensure constant availability of:

- Hot running water
- Paper towels
- Hand soap
- Aprons and gloves (PPE) for staff
- Nappy bags
- Spare nappies
- Spare clothes and underwear
- Cleaning equipment

- Changing mat
- Bin

Parents MUST ensure they supply spare clothes, wipes and nappies. Trelawnyd Little Learners will also keep their own stock of spares in case a child needs them.

Working with Parents / Guardians

At Trelawnyd Little Learners we will work with parents when attending to changing routines. If a child has any disability or medical need that may affect their personal care routine, an Intimate Care Plan will be drawn up in agreement with parents / guardians in order to ensure full support is in place.

Where appropriate, parents / guardians will be asked when their child first starts if there are any particular words, actions or needs during their nappy changing or toileting routines at home in order to integrate it into the setting and follow familiar routines for the child. Any significant observations made during a nappy change / wet clothes change will be notified to the parents at the end of the session (i.e. indication of illness, concerns of regression, praise as child progresses with their toileting).

Home / Trelawnyd Little Learners Agreement

Where nappies are still worn by the child,

Parents / guardians must:

- Agree to change the child ahead of coming to the setting for their session
- Provide nappies, wet wipes and spare clothes
- Understand and agree procedures to be followed during changing within the session
- Agree how often the child should be routinely changed if not happy with the set changing times within the setting (excluding nappies that NEED changing i.e. soiled or extremely wet).
- Agree to encourage the child's independence and participation in using the toilet wherever possible
- Agree that if a child is badly soiled and / or extremely distressed after a toileting accident or nappy change and staff deem it necessary for the wellbeing of the child, the parent / guardian will be called to collect the child

Trelawnyd Little Learners must:

- Agree to the best of their abilities, to change the child should they soil themselves or become wet
- Follow strict changing times of 11.30am and 2.15pm, unless nappy is still clean or a change is needed away from the scheduled change time

- Change all soiled nappies as soon as they are discovered to avoid discomfort or illness to the child
- Change wet or soiled clothes immediately upon discovery to avoid discomfort or illness to the child
- Agree to report to the Designated Safeguarding Lead should the child be distressed or if a mark / rash is seen, or safeguarding concerns arise
- Agree to review arrangements in discussion with parents / guardians, should this be necessary
- Agree to encourage the child's independence and participation in toileting routines (i.e. having them help to dress themselves, flush the toilets etc)
- Agree to, wherever possible, discuss and take appropriate action to respect cultural practices of the child's family

If a parent / guardian is unhappy with staff carrying out changing routines, they must agree to come in and change the child themselves at set times or as needed to avoid infection or illness to the child.

The process for the management of a child's personal care routine may need to be further clarified through a Personal Care Plan. For example, should a child with complex continence needs be admitted, the child's medical practitioners will need to be closely involved and a separate, individual toilet management plan may be required.

Professional advice from Health Services will be accessed as appropriate (i.e. Incontinence Service, Health Visitor etc).