



# Strawberry Hill Pre-School

## Nappy Changing Policy

### **Aim**

Strawberry Hill Pre-School nappy changing policy is in accordance with the families' requests, consistent with the children's physical and emotional abilities and in compliance with Ofsted regulations.

### **Methods**

A child's nappy must be changed promptly when wet or soiled. Staff must wear disposable gloves on both hands and a disposable apron for all nappy changes and a new set of gloves and apron for each child.

Both child and staff member must wash their hands after changing a nappy.

The nappy changing area must be away from the food preparation area.

**CHILDREN MUST NEVER BE LEFT ON A CHANGING MAT.**

### **Procedure**

1. Make sure you have a clean nappy, wipes and any other supplies before changing the child.
2. Put a new set of gloves and a new disposable apron on.
3. Remove the child's nappy and dispose of the liner in the toilet.
4. Wash and dry the child using the appropriate washing materials, such as wipes or cotton wool. Using the wipes or the cotton wool and warm water, wipe the genital area front to back.
5. If requested by parents/carer apply nappy cream. The parents/carer should supply their own in a named tub. Use a clean set of gloves to apply the cream.
6. Put on a clean nappy. The child may need a new set of clothes as well. These should be supplied by the parents/carer.
7. Dispose of the soiled nappy in the nappy bin.
8. Wash the child's hands thoroughly with liquid soap and running water. Dry the child's hands with a disposable towel.
9. Place the nappy creams back in the storage area.
10. Wash down thoroughly the changing table ready for the next person to use.
11. Wash your hands thoroughly with liquid soap and running water. Dry your hands on a disposable paper towel.

- 12. Write down the nappy change on the child's nappy chart and daily form.
- 13 All members of Strawberry Hill Pre-School staff, male or female, will be responsible for nappy changing.

At all these stages the staff member should be interacting with the child, talking about their day, singing a rhyme or counting their fingers or toes.

Parent to sign to state agreement with the above.

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Policy written on 19 November 2010 by Lisa Neagle

Reviewed on 8.9.11, 8.9.12, 8.9.13, 10.9.14

Next review date 9 September 2015

All staff members to sign this policy to show that they have read, understood and agree with it.

Staff Name \_\_\_\_\_ Staff Signature\_\_\_\_\_

Staff Name \_\_\_\_\_ Staff Signature\_\_\_\_\_

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