



Kinellar Nursery

Nappy Changing Policy

This policy has been written based on the current guidance published by the Care Inspectorate *Nappy changing facilities in early years, nurseries and large childminding services 10th April 2014* and Health Protection Scotland *Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) September 2015*. To ensure that high standards of care, infection control and respect for the child the following procedures will be followed.

1. The staff member who is involved in the process of changing a child will inform another member of staff of this intention with consideration to the privacy and dignity of the child involved.
2. Children will be taken into the changing room for this purpose and the needs of the child will be considered and a professional judgement made if the child should be changed on the mat or standing on the ground.
3. Adult to wash hands and put on Personal Protective Equipment (PPE) e.g. disposable apron and gloves.
4. Wipe changing table with general purpose detergent and dispose of the paper towel in the bin
5. Get organised by getting what is needed to change the child so that it is ready and accessible e.g. clean nappy/pull-up, nappy bag & disposable wipes
6. Remove soiled nappy/pull-up, bagging it and placing it in nappy bin. Gently clean the child's bottom using disposable wipes, placing in nappy bag. Remove disposable gloves placing in nappy bag, tie bag and put in nappy bin.
7. Put on second pair of gloves.
8. Put on clean nappy/pull-up and dress child

9. Supervise child washing hands

10. Any wet/soiled clothes to be double bagged and placed in child's home bag.

11. Clean changing table and place paper towel into a nappy bag and tie. Put nappy bag into the nappy bin.

12. Adult wash own hands

13. Child Changing record completed by staff and signed by parent.

It is the parent/carer responsibility to provide nappies/pull-ups and disposable wipes. Children who are being toilet trained and wearing a pull-up will be encouraged and reminded to go to the toilet. A staff member will check and if necessary change the pull-up.