

Low Moor Centre, Bray Road, Fulford, YO10 4JG – Telephone 01904 849100

Nappy changing and intimate care policy

# Purpose of Policy

The purpose of this policy is to ensure that all intimate care is carried out in a safe, hygienic way that protects a child’s rights.

**Procedure to follow**

When a child joins Beehive, it is vital for parents to inform Beehive of current toileting requirements and to update staff when these change, such as when toilet training may begin and if certain practices are followed at home that we can imitate, such as providing a reward incentive like a sticker. We enjoy collaborating with parents and supporting with ideas that we working well at home as well as suggesting solutions when a parent may be struggling with the process.

Parents are expected to provide nappies and wipes suitable for their child and to provide more when prompted by a staff member.

Key persons are usually the person responsible for changing a child’s nappy or supporting them with a toilet trip. However, this cannot always be the case due to a staff member’s work rota etc. As we are a small setting, all members of staff are familiar with all children and will support other members with nappy changing as needed. Special arrangements will be communicated with other members of staff so that children can be confident and secure even if their key worker is not the person changing their nappy. For children attending a 3 hour session, the nappy will be checked at regular intervals and will be changed if wet/dirty.

Nappies are changed in warm, hygienic areas using a clean changing mat which is wiped down after each use. Each child has their own storage area of their wipes and nappies which have been brought in from home. To support children who may not enjoy their nappy being changed, staff members will entertain children with a song or the child may hold a favourite toy.

Children are encouraged to take an interest in the toilet, for example by washing their hands in the toilet area or sitting on the toilet for a practice. Children who are starting to toilet train will be supported in going to the toilet frequently (such as every 30 minutes) to encourage them to recognise the signs and get into the routine. Children are also encouraged to wash their hands with soap and water. Staff members will support the children in learning how to wipe their bottom.

Staff members wear disposable gloves/aprons when changing children and dealing with accidents. These are then disposed of hygienically. In the case of a accident, if a child’s clothing are wet/soiled, these will be bagged and the child will be changed into a spare outfit from their peg.

If a child has a sore bottom, staff members will discuss this with parents and see if parents would like to bring in a nappy cream from home for use at Beehive. Written permission for this will need to be obtained before if can be used.

This policy was adopted at a meeting of Beehive Pre-school playgroup held on ………..…

Signed on behalf of the pre-school………………………………………………