9. Childcare Practice Procedures

9.7 Intimate Care and Nappy Changing

Prime times of the day make the very best of routine opportunities to promote 'tuning-in' to the child emotionally and to create opportunities for learning. Intimate care times are key times in the day for being close and promoting security as well as for communication, exploration and learning.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.
We also include the application of sun cream under 'intimate care routines'

Procedures

- We ask that a child arrives at Pre-School in a fresh nappy/pull up. We will not be routinely changing children if they are attending for just a morning or afternoon session, unless soiled or sodden. Children attending until 3pm will be changed once routinely; more if necessary. The routine change will be just before or after, lunchtime.
- Children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- Our key persons undertake changing children in their key groups where possible however we do encourage children to feel comfortable with all key staff. Our changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes.
- Each child has their own bag to hand with their nappies or pull ups and changing wipes. Barrier creams are available if needed. Application of any cream is recorded on the nappy changing chart.
- Our staff can put on gloves before changing starts and the areas are prepared. Paper towel is put down on the changing mat freshly for each child. Gloves are not always required for a wet nappy where there is no risk of infection, however, gloves are always available for those staff who choose to wear them. Gloves are always worn for a 'soiled' nappy.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.

- We are gentle when changing; we avoid pulling faces and making negative comments about ‘nappy contents’.
- We do not make inappropriate comments about children’s genitals when changing their nappies.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- We encourage children to wash their hands. We have soap and paper towels to hand.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Staff will continue to aid children who need help with some elements care routines once toilet trained i.e. wiping bottoms, changing of clothes after an accident
- We dispose of nappies and pull-ups hygienically. Nappies and pull ups are bagged and placed in the Sangenic nappy bin. Cloth nappies and any underwear that has been wet or soiled are rinsed and bagged for parents to take home.
- We have a ‘duty of care’ towards children’s personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.
- A ‘nappy changing record’ is completed for every change; whether it is an intimate care routine or a change of clothes due to wet play
- We provide an ‘independence station’ which includes tissues, a small bin, wipes etc, with a mirror to support independent self-care
- During the warmer weather suncream must be applied before children arrive at pre-school.
- Those children who stay all day will have suncream re-applied at lunchtime in accordance with the consent provided on the registration form.
- A record of those who have had sun cream applied is kept.
- When applying suncream, staff will wear gloves which will be changed between the application of different suncreams.
- Sun cream will be applied to exposed areas of skin only and applied within sight of other staff