

The TLC Nursery Federation



Changing and Intimate Care

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| Chair Of Governors: | Mahesh Yanambakkam |
| Policy reviewed and updated: | November 2023 |
| Date of next review: | November 2024 |
| This policy will be subject to ongoing review and may be amended prior to the scheduled date of the next review in order to reflect changes in legislation where appropriate. | |

At the TLC Federation, we provide a purely play based curriculum to young children. We recognise that wetting/soiling accidents may occur from time to time, meaning a change of clothing to ensure the comfort, well-being and health of the child.

These 'accidents' may arise from toileting issues/mishaps or may occur during curriculum activities such as messy/water based /outdoor play. Whatever the reason, all staff at the TLC Federation are equipped to provide appropriate care when assisting a child in the Nursery School with a change of clothing should it be required.

Both Nurseries keep a stock of clean, dry clothes and undergarments should a child need a set of clothing to change into. We ask parents to supply their own change of clothing as we recognise that children may feel reassured by being changed into their own, familiar clothing, this is kept on the child's peg. Before changing a child, staff will always check to see if a change is available on the child's coatpeg- if not, school clothing is used for the change- care is taken to provide similar clothing- e.g. Winter clothing/layers in winter. Only permanent staff members will assist a pupil with a clothing change. In order to safeguard the child and the staff member, another staff member is always made aware that a child is about to be changed. The child will be changed close to the entrance of the bathroom, where the staff member working in the classroom can observe/see this change taking place.

Whilst children in the Nursery may be at differing developmental stages regarding toileting or managing clothing, staff will always offer an appropriate amount of assistance with changing, (staff do not routinely provide assistance such as wiping bottoms for example), matching it to the child's developmental level in toileting and managing clothing. Staff at all times provide a loving, caring approach to supporting progress towards the child's independence.

A log is kept in each bathroom to record date, time and details of change reason/action taken- this is countersigned by the observing staff member. Parents are informed at the end of the session that their child has been changed and informed/passed the clothing, which is placed inside a plastic bag.

Additionally, very soiled clothing may be disposed of hygienically at the discretion of staff. Should it become apparent over a period of time that a child is not fully toilet trained and is having frequent toileting accidents then this will be raised with parents by the class teacher with a view to putting a suitable plan in place to support the child's developmental progress in toilet training. Parents will also be advised to contact their Health Visitor for advice and support.

Students/volunteers at the TLC Federation are never permitted to change a child, nor are they permitted to enter the bathroom area unaccompanied by a staff member when a child is present in this area.

Intimate Care which may include Nappy Changing

No Child is excluded from participating in the nursery who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work in partnership with parents towards toilet training, unless there is a medical or developmental reasons why this may not be appropriate at the time.

Staff will discuss nappy changing procedures with Parents/Carers during the child's settling in period and given a copy of the nappy changing and Intimate care (See annex 1.). Parents are asked to provide wipes and wipers.

Nappy changing will only be carried out by a designated and named staff member trained in Child Protection/Safeguarding.

Nappy Changing Policy

No child is excluded from participating in the nursery who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work in partnership with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

Staff will discuss nappy changing procedures with Parents/Carers during the child's settling period. Parents are asked to supply nappies and wipes. We will hold a stock of spare nappies and wipes for use if a child's own supply runs out. Each child should also have at least one full change of clothes available.

Nappy changing is a personal time, and the dignity of the child will be respected at all times by the staff.

- Staff will inform a member of the team before they go to change a child's nappy.
- Changing will be done according to the nursery's procedure in a nappy changing area where both privacy for the child and supervision of the staff member can be achieved.
- Staff will ensure that, wherever possible, they are in view of a colleague.

All staff are familiar with the hygiene procedures and carry these out when changing nappies:

- Children must be changed on a changing mat on a changing unit.
- Gloves are put on before changing starts and the changing mat is prepared by using anti-bacterial wipes.
- Children must never be left unattended during the nappy change.
- **Talcum powder must not be used at any time within the Nursery.**
- **In exceptional cases, nappy cream can be used, if it has been prescribed by a doctor. A consent form signed by parents is required.**
- Nappies and 'pull-ups' are disposed of hygienically by being bagged and put in the nappy disposal bin. The nappy disposal bin is emptied twice a week.
- Non-permanent staff should not change children's nappies.

When agreed with parents that a child is ready for toilet training, they are encouraged to take an interest in using the toilet/potty. They may just want to sit on it and talk to a friend who is also using the toilet/potty.

They should be encouraged to wash their hands afterwards. Soap and paper towels should always be accessible.

This Policy should be on display in the nappy-changing area.