



Mark First & Pre-School CE Academy

Intimate Care & Nappy Changing Policy

At Mark First & Pre-School CE Academy, we work in partnership with parents towards the skills of self-care and toilet training. We have a duty of care towards children's personal needs, and offer support and guidance where necessary. We value and promote inclusion for all children, at any stage of toilet training.

We are able to make the necessary adjustments to our bathroom provision and hygiene protocol, to accommodate and respect individual children's needs.

Protocol

- The child's keyworker will take responsibility for changing a child, but the child may be changed by another member of staff if necessary.
- Keyworkers recognise nappy changing as a relaxed time to engage with a child and promote independence where possible.
- Children are encouraged to take an interest in using the toilet, when they begin to show signs that they are ready.
- Nappy changing takes place at regular intervals throughout the day, in addition to identified need.
- The changing area is warm and there is a safe place to use a changing mat.
- Keyworkers use the designated toilet areas to change children, with the door open.
- Parents are asked to provide nappies and wipes for their child in a named bag.
- Gloves and aprons are worn and disposed of using the sanitary bin provided.
- Children are not left unattended on a changing mat or in a changing area.
- A daily note of nappy changes and/or intimate care changes is recorded, stating the date and time, staff initials, wet or soiled.
- The changing mat is cleaned using anti-bacterial spray after each use.
- Staff and children wash their hands, using the soap and towels provided, after a nappy change or intimate care.
- Wet and soiled nappies are bagged and disposed of hygienically, using the sanitary bin provided.
- Cloth nappies, pants and changes of clothes are bagged for parents to take home.

Policy Review Date- 18th January 2023

Renewal Date- 18th January 2025