

# Nappy Changing & Toileting Policy & Procedure

## Policy Statement

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

We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

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.

## Procedures

- Nappies are changed every 2-3 hours and are frequently checked in between. They are also changed as needed outside of this schedule. All nappy changes are recorded on the nappy changing log. For children in the baby unit, nappy changes are additionally logged on Family.
- We encourage children from two years to wear pull ups, or other types of trainer pants, as soon as they are comfortable with this and if their parents agree, to help support the potty-training process.
- Our key persons undertake changing children in their key groups; their buddy change them if the key person is absent.
- Babies and young children are changed maintaining their dignity and privacy at all times.
- All staff changing children are DBS checked and have successfully completed our recruitments checks.
- 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 basket to hand with their nappies or pull ups, wipes and any creams they may require.
- Our staff put on gloves and aprons before changing starts and the areas are prepared. Gloves are changed and the area is cleaned down with anti-bacterial after each child is changed.
- 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 dispose of nappies and pull ups hygienically. All nappies or pull ups are bagged and put in the yellow bins. Cloth nappies, trainer pants and ordinary pants that have 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.

## **Potty Training**

### **Signs that the child is interested**

- Child starts to pull down clothing
- Child tries to take own nappy off
- Child shows an interest when other children are using the toilet

### **Signs that the child is ready to be toilet trained**

- The child has a dry nappy for long periods
- Child tells you she/he has wet or dirty nappy
- Child verbally indicates she/he want to try toilet
- Child wakes up dry from sleep

The time it takes to toilet train a child can vary depending on each child. Some children can be trained in a few weeks; other children can take a few months to be completely trained. Sometimes even children who have been toilet trained can regress very quickly, either through sickness or a feeling of insecurity. It is important for the staff to be aware of this and treat the child with sensitivity.

## **Toileting**

In line with the Early Years Foundation Stage (EYFS), we promote children's independence and bodily autonomy in a developmentally appropriate way.

- Staff support children in recognising when they need to use the toilet and respond promptly to requests.
- Regular toilet opportunities are offered, particularly during transitions and before/after meals.
- Children are encouraged to attempt toileting independently, with adult support nearby where needed.
- Verbal praise and encouragement are used to build confidence.
- Children are never shamed or punished for accidents.
- Toilet areas are child-friendly, clean, and accessible.
- Handwashing with soap and water is always encouraged and supervised.
- Parents are kept informed of their child's toileting progress and needs.

## **Privacy and Dignity**

- We are committed to respecting the privacy and dignity of every child during intimate care routines:
- Nappy changes and toileting are carried out in areas that ensure privacy for the children.
- Staff speak to children respectfully, using appropriate language at all times.
- Children are encouraged to participate in their care (e.g., pulling up pants, flushing toilet) to promote autonomy. Staff explain what they are doing during nappy changes or toileting to support children's understanding and comfort.
- Staff support children while they are using the potty or toilet, offering reassurance and assistance as needed, while also respecting their privacy if they wish to be independent.
- Children are taught to respect one another's privacy in the toilet areas, helping to create a safe and respectful environment for all.