

Little Angels 247

Safeguarding and Welfare Requirements

3.27

Nappy Changing, Toileting & Personal Independence Policy

At Little Angels 247 we recognise that strict procedures and guidelines are in place and MUST be adhered to when changing nappies and supervising toileting.

- Children who need personal care must have their privacy and dignity respected.
- Only educators who hold a current Little Angels 247 CRB or a DBS clearance are allowed to change nappies, assist with toileting or personal care routines.
- Under no circumstances should a volunteer or student be asked to provide personal care for a child.
- Nappies are changed in appropriate areas only.
- Staff should see changing a child's nappy as an enjoyable and educational experience and should have appropriate dialogue with a child during this process.
- Disposable gloves and a white apron are worn for each nappy change.
- The changing mat is wiped after each nappy change, using an anti-bacterial spray and disposable cloth.
- All items are disposed of in the nappy bin provided.
- The educator's hands are washed with soap after each routine is carried out.
- Babies and young children are cleaned using warm water and cotton wool only and/or wipes.
- Proprietary creams and wipes may only be used at the signed request of the parent/carer.
- With regard to older children, the educator will ensure that their personal independence skills are promoted, with supervision if required.
- Gloves are worn when changing wet or soiled pants.
- All routines are prominently displayed in appropriate areas.
- A record is maintained of all nappies changed for the younger children and toileting accidents/changes for the older children.
- The nappy area is regularly risk assessed.
- All educators should be aware that lifting and handling is part of their daily duties. It is the responsibility of trained educator to instruct any untrained educators of the correct procedures in this area.
- A risk assessment must be written when a child needs lifting because of their toileting needs. Educators should follow the risk assessment appropriately. This will prevent injuries to both the educator and child.

Review Date	Name	Position	Signature