

PERSONAL CARE & CHANGING POLICY

Safeguarding and Welfare Requirements: Health

The provider must promote the good health of children, take necessary steps to prevent the spread of infection, and take appropriate action when they are ill.

POLICY STATEMENT

Our aim is to include all children from the age of two years to five years, regardless of their developmental stage, which may include children wearing nappies or pull-ups. Through working in partnership with parents, having observed signs of the child's readiness for independence, we will support and encourage the child to develop their self-care skills, whilst promoting a general awareness of hygiene.

Working in Partnership with Parents & Carers

As we take a holistic view of the needs of the children in our care, we ask for the parent/carer to:

- Agree to ensure their child is child at the latest possible time before being brought to the setting
- Provide the setting with spare nappies and a change of clothing
- Read and agree with the procedures that are followed when a child is changed at the setting, including the application of cream if necessary
- Agree to inform the setting if they aware of their child having a pre-existing mark or rash
- Agree to a 'minimum change' policy (the setting will not undertake changing the child more frequently than if s/he were at home)
- Agree to declare any known allergy to a particular brand of baby wipes on enrolment of their child
- Agree to review arrangement should this be necessary

The setting will:

- Agree to change the child during a single session should the child soil themselves or become uncomfortable wet
- Agree how often the child will be changed if staying for a full day
- Agree to monitor the number of times the child is changed in order to identify progress made
- Agree to report to the parent if the child appears to distress whilst being changed, or if a mark/rash is identified
- Agree to review arrangement should this be necessary
- Work in partnership with parents/carers with regard to toilet training when, and if, the time is right for the child

As an early years educational provider, St Eval Pre-school is committed to the obligation we have to meet the needs of children with delayed personal development and incontinence in the same way as we meet the individual needs of children with delayed speech and language, or any other kind of delayed development.

Parents, in the event of having any queries or concerns relating the changing/intimate care of a child, should speak to their child's key person or any other member of staff.

Young children are encouraged 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.

Older children access the toilet when they have the need to and are encouraged to be independent.

Toileting Accidents

Staff will assist the child with changing in the toilet area. Disposable gloves will be worn and soiled clothing will be placed in a bag and returned to parents. The child's dignity is respected at all times. As we understand that this can sometimes be a distressing time for the child, reassurance is always provided by the adult changing the child. Hand washing procedures are as detailed above.

If your child is changed during their session at the setting, details will be recorded in your child's communication book, which can be found in your child's drawer.

Health and Safety

In accordance with our Health and Safety Policy, we adhere to the following:

- Staff wear disposable gloves when dealing with any incident involving personal care and bodily fluids
- Staff use fresh disposable gloves for each nappy change/toileting accident
- Soiled nappies are placed in nappy sacks and disposed of in the nappy bin, which is emptied at the end of each day
- The changing mat is cleaned using an appropriate anti-bacterial spray before and after each use
- Staff wash their hands using warm water and anti-bacterial soap and dry them thoroughly using paper towels after each procedure
- When appropriate, children are encouraged to follow the same hand-washing regime as the adults

Safeguarding Children

In accordance with our Safeguarding Children Policy, the following procedure will be followed by our staff when changing a child's soiled nappy, pull-ups, pants or clothing:

Only a staff member with relevant police checks, including an enhanced DBS check, will change any part of a child's clothing, including nappies, pull-up's, pants or clothes. Children will be changed in a private, designated area in order for the child to maintain their dignity. Under normal circumstances, children will be changed in the relevant classroom's toilet area. This area is not fully enclosed, it is possible for the children and adults to be seen and heard at all times. We will endeavour never to compromise our staff ratios for the staff and children remaining in the classroom.

Nappies are changed using the changing unit in Sprites classroom. The child will never be left alone on the changing unit.

Nappy changing is seen as a positive learning time, and the need to maintain the child's privacy and dignity will be respected at all times.

NB: If young children are left in wet or soiled nappies/'pull ups' in the setting this may constitute neglect and will be treated as a disciplinary matter. Settings have 'duty of care' towards children's personal needs.

This policy is reviewed annually, next review date: April

APPROVAL

Signature:

Name & Position: Rachael Richards -
Manager

Date:

AGREED

Signature:

Name & Position: On behalf of the
Committee

Date:

