

NAPPY CHANGING POLICY AND PROCEDURE

Rationale

Forfar ELCC along with Angus Council will ensure appropriate care facilities are in place for nappy changing that promotes all children's health and wellbeing ensuring privacy, dignity, safety, and independence in all cases and complying with infection control guidelines and procedures.

Provision of appropriate nappy changing/personal care facilities is essential for the health and wellbeing of children and the health and safety of staff. It is important that everyone who plans, provides, commissions, or uses early learning and childcare settings is aware of the expected nappy changing facilities they must have.

The following information will help reduce the potential for infection to children and staff from nappy changing and personal care facilities and activities.

This guidance will help providers and staff to take into account the relevant **Health and Social Care Standards:**

- 1.0 I experience high quality care and support that is right for me
- 1.4 If I require intimate personal care, this is carried out in a dignified way, with my privacy and personal preferences respected.
- 4.11 I experience high quality care and support based on relevant evidence, guidance and best practice
- 5.4 If I require intimate personal care, there is a suitable area for this, including a sink if needed.

This guidance will help providers and staff to take into account the relevant Quality Indicators from How Good is our Early Learning and Childcare: https://education.gov.scot/nih/Documents/Frameworks_SelfEvaluation/FRWK1_NIHeditSelf-evaluationHGIELC/HGIOELC020316Revised.pdf

- 2.1 Safeguarding and child protection
- 3.1 Ensuring wellbeing, equality and inclusion

It also considers Space to Grow, the design guidance for early learning and childcare and out of school care settings.

This policy will be monitored by / through: monitoring and review procedures

This policy will be reviewed in:	12 months
Review Date:	August 2024
Reviewed By:	Management

AIMS	OUTCOMES	IMPLEMENTATION
<ul style="list-style-type: none"> To provide suitable nappy changing facilities in accordance with the Care Inspectorate Publication Nappy Changing Facilities for Early Learning and Childcare Services: information to support improvement (June 2018). To minimise source of contamination and control the spread of infection through the appropriate procedures. To ensure child / adult privacy, dignity, and safety. 	<ul style="list-style-type: none"> Provide accommodation in accordance with the Care Inspectorate Publication Nappy Changing Facilities for Early Learning and Childcare Services: information to support improvement (June 2018) ensuring it has suitable lighting, heating, ventilation, and cleanliness always. Nappy-changing-guidance-for-early-years-and-childcare-services.pdf Provide appropriate hand washing facilities equipped with liquid soap and paper towels. Correct hand washing procedures will be followed – see Appendix 7 in NHS document Infection Prevention and Control in Childcare Settings (May 2018) Infection-prevention-and-control-in-childcare-settings-day-care-and-childminding-settings/ All staff will use Personal Protective Equipment (PPE) which will be stored in line with current guidance for best practice - see Appendix 13 in NHS document Infection Prevention and Control in Childcare Settings (May 2018) All staff will adhere to Angus Council nappy changing guidance. All staff will ensure soiled nappies are placed in the appropriate lined waste bin and adhere to guidance for the disposal of waste. Staff take appropriate action when nappy changing. 	<ul style="list-style-type: none"> Suitable accommodation, equipment and resources are provided in accordance with current guidance. All staff follow local and national guidance. Follow guidance in Health and Social Care Standards 2017 (Standards 1.0, 1.4, 4.11, and 5.4) – Health & Social Care Standards How Good is Our Early Learning and Childcare Quality Indicators – 2.1 and 3.1 Follow guidance in Space to Grow 2017 (Section 2 in relation to hand hygiene changing facilities and toilets – Care Inspectorate - Space to Grow (2017)) Staff use safe working practices when changing nappies.

Nappy Changing Procedure

The following procedures should be implemented by all staff whenever a child's nappy is changed.

All staff should use a nurturing, caring and discreet approach explaining to the child in a friendly manner what the procedure will be.

No child should be left unattended at any time.

- Wash hands
- Put on apron and gloves
- Ensure changing area is clean
- Cover changing table with blue roll
- Gather all items of changing equipment as provided from the child's individual bag
 - Clean nappy
 - Wipes
 - Nappy sack
 - Cream if required (ensuring appropriate permission has been sought – refer to Medication Policy)
 - Clean clothes if required
- Support and encourage the child to be independent through –
 - Undressing/dressing
 - Climbing the steps
 - Making themselves comfortable on the clean changing mat

- Changing the nappy
 - Remove soiled nappy and place in the nappy sack
 - Use disposable wipes to gently clean the child's bottom from front to back to avoid infection
 - Place wipes into nappy sack– take off soiled gloves by turning them inside out as you remove them to avoid cross infection and place in sack, tie nappy sack and dispose of in hands free lined waste bin
 - Change gloves
 - Check for nappy rash – apply own child's cream if necessary and alert parent at end of the session if rash is present
 - Put on clean nappy
 - Remove gloves and apron – dispose of in hands free lined waste bin
 - Support child down the steps and encourage independence with re - dressing
 - Each child should be encouraged and supported to wash their hands
 - Staff should wash their hands before taking the child back to playroom

After changing a child

- Dispose of blue roll
- Clean changing mat with sanitizer and paper towel and wash hands after the area has been cleaned

At the end of session ensure the appropriate disposal of waste, double bag the nappies and put in the ordinary Council collected waste bin at the setting.