Playhouse Nursery

Playhouse Nursery – Nappy Changing, Toileting and Intimate Care Policy

1. Purpose

The purpose of this policy is to ensure that all nappy changing, toileting, and intimate care procedures are carried out safely, hygienically, and respectfully. The nursery is committed to protecting children's dignity, promoting independence, and safeguarding their health and wellbeing while providing appropriate care.

2. Scope

This policy applies to all staff members responsible for the care of children at Playhouse Nursery. It covers nappy changing, toileting assistance, and any form of intimate care provided to children during nursery hours.

3. Principles of Intimate Care

Playhouse Nursery follows these key principles when providing intimate care:

* Children will be treated with dignity, respect, and sensitivity at all times.
* Intimate care will be provided in a safe, clean, and private environment.
* Staff will encourage children to develop independence in toileting when appropriate.
* At least one other staff member should be aware when intimate care is being provided.
* Staff will follow safeguarding procedures at all times.

4. Staff Responsibilities

Staff members responsible for nappy changing and toileting must:

* Follow the nursery's hygiene and infection control procedures.
* Use appropriate personal protective equipment (PPE), including disposable gloves and aprons.
* Ensure that changing areas are cleaned and disinfected after each use.
* Respect the child's privacy and comfort during the process.
* Record any unusual marks, rashes, or concerns and report them to the Nursery Manager.

5. Nappy Changing Procedure

Staff must follow the steps below:

1. Wash hands thoroughly before starting.
2. Put on disposable gloves and apron.
3. Prepare the changing area with all necessary supplies (clean nappy, wipes, cream if provided by parents).
4. Place the child safely on the changing mat and ensure they are never left unattended.
5. Remove the used nappy and clean the child using wipes from front to back.
6. Dispose of the nappy and wipes in the designated sealed bin.
7. Put on a clean nappy and help the child dress.
8. Clean and disinfect the changing surface.
9. Remove gloves and apron and dispose of them safely.
10. Wash hands thoroughly and assist the child in washing their hands if appropriate.

6. Toileting Support

Staff should support children in developing independent toileting skills by:

* Encouraging regular toilet routines.
* Assisting children with clothing if required.
* Supervising children in the bathroom while respecting privacy.
* Encouraging proper handwashing after toileting.

Staff must provide help calmly and respectfully, ensuring the child feels safe and comfortable.

7. Intimate Care for Older Children

Some children may require additional support due to age, medical needs, or developmental stages. In these cases:

* Individual care plans may be created in partnership with parents or guardians.
* Staff will follow the agreed procedures outlined in the child's care plan.
* Care will always be provided by trained staff members.

8. Hygiene and Safety

* Changing areas must be cleaned and disinfected after every use.

* Disposable gloves and aprons must be worn for each nappy change.
* Nappy disposal bins must be emptied regularly.
* All cleaning products must be stored safely out of children's reach.

9. Communication with Parents

Parents will be informed about:

* Their child’s nappy changes during the day.
* Any rashes, irritation, or health concerns noticed during changing.
* Progress in toileting or toilet training.

Parents must provide nappies, wipes, creams (if needed), and spare clothing.

10. Safeguarding

Staff must follow safeguarding procedures at all times. If a staff member notices any unusual marks, bruises, or signs of discomfort during intimate care, this must be reported immediately to the Nursery Manager or Safeguarding Lead in accordance with safeguarding policies.

11. Record Keeping

Records of nappy changes and any concerns must be maintained daily. These records help ensure proper care and communication with parents.

12. Training

All staff will receive training on:

* Safe nappy changing procedures
* Hygiene and infection control
* Safeguarding and appropriate boundaries
* Supporting children with toileting independence

13. Monitoring and Review

This policy will be reviewed annually or when necessary to ensure it reflects best practice and regulatory requirements.

Policy Review Date: 05/03/2026

