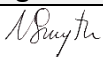


This policy will be reviewed in full by the Senior Leadership Team on an annual basis.

Date the policy was last reviewed and agreed	SLT		SLT	
	Name	Signature	Name	Signature
January 2026	Natasha			

This policy is due for review up to 12 months from the above date

Nappy Changing and Toileting Policy

Legal Basis: Related Sub Section in The Statutory Framework for The Early Years Foundation Stage (March 2021)

Suitable people

3.10. Registered providers other than childminders and childcare on domestic premises must obtain an enhanced criminal records check in respect of every person aged 16 and over (including for unsupervised volunteers, and supervised volunteers who provide personal care) (Personal care includes helping a child, for reasons of age, illness or disability, with eating or drinking, or in connection with toileting, washing, bathing and dressing) who:

- works directly with children*
- lives on the premises on which the childcare is provided (unless there is no access to the part of the premises when and where children are cared for) and/or*
- works on the premises on which the childcare is provided (unless they do not work on the part of the premises where the childcare takes place, or do not work there at times when children are present)*

An additional criminal records check (or checks if more than one country) should also be made for anyone who has lived or worked abroad.

Premises

3.61. Providers must ensure there is an adequate number of toilets and hand basins available. Except in childminding settings, there should usually be separate toilet facilities for adults. Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies and providers should ensure that an adequate supply of clean bedding, towels, spare clothes and any other necessary items is always available.

1 INTRODUCTION

No child is excluded from participating in our setting who may, for whatever 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 make necessary adjustments to our bathroom provision and hygiene practice 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. All children are treated with dignity, care and compassion during nappy changing/toileting. Staff will ensure this time is relaxed and never make comments about nappy/potty/toilet contents.

2 PROCEDURE – NAPPY CHANGING

Children are changed as and when necessary - not at set times. But we will have consideration of parent/carers wishes and children's routines.

Only staff members with Disclosure and Barring Service (DBS) clearance will undertake intimate care duties.

Nappy changing is undertaken by someone the child is familiar and comfortable with, children are asked if they have a preference for which adult they want to help them. Changing areas are warm and there are safe areas to lay young children if they need to be cleaned.

Nappy cream can be applied if supplied by the parent/carer (kept in the child's changing bag). We keep a supply of Sudocrem which can be applied if the parent has consented. Staff must check for a second opinion with the manager or deputy manager before applying the preschool's Sudocrem.

Gloves are put on before changing starts and the areas are prepared. All staff are familiar with hygiene procedures and carry these out when changing nappies.

Staff ensure that nappy changing is relaxed and a time to promote independence in young children. They are gentle when changing. They avoid pulling faces and making negative comment about 'nappy contents'. Staff do not make inappropriate comments about young children's genitals when changing their nappies

All soiled nappies, wipes and gloves used when changing/cleaning a child are bagged and stored outside the front door then given to the parent for disposal. Soiled clothes are bagged separately and placed on the child's peg. Cloth nappies and ordinary pants that have been wet or soiled are emptied into the toilet and bagged for the parent to take home.

The changing mat is wiped down with anti-bacterial wipes after each nappy change.

NB If young children are left in wet or soiled nappies/'pull ups' or clothes in the setting, this may constitute neglect and will be a disciplinary matter. The setting has a duty of care towards children's personal needs.

We ask parents/carers to provide:

- Spare nappies/pull-ups
- Wet wipes
- Change of clothes/undergarments/shoes
- Nappy cream (if appropriate)
- Nappy sacks

3 TOILETING

When a child is ready to make the transition from nappies/pull ups to pants, we work in collaboration with parents/carers to ensure a consistent approach.

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 caring adults.

We ask parents/carers to provide:

- Change of clothes/undergarments/shoes
- Wet wipes
- Nappy sacks or bags (for soiled clothing)

4 PROCEDURE – TOILETING

Children will have access to toilet/potty as and when they need them, not at set times and in line with parents/carers wishes as far as possible. All children are regularly reminded to use the toilet during the day.

Children will be encouraged to wash their hands after using the toilet/potty.

Children will not be left in wet/soiled clothes. Parents must supply a change of clothes. We have a very limited storage space/supply of spare clothing. If we have nothing suitable and parents have not supplied any clothes or they have already been used, we will call parents to bring in change of clothes immediately.

Soiled/wet clothing will be bagged and given to the parent/carer. We ask that any borrowed items are washed, dried, and returned ready for re-use.

A child who has more than 3 accidents in a short space of time and are on their last set of clothes will be put in a pull up. Though this will be assessed on an individual basis.

As children become more confident, they will be encouraged to manage their own personal hygiene independently.

STAFF DECLARATION

I agree that I have read and understood the information set out in this policy, and will abide by it.

I understand that if I have any questions about this policy, I will raise them with my manager prior to signing my agreement below.

Staff Name	Staff Signature	Date