



Toileting & Nappy/Pull-up Changing Policy

Rationale

To ensure the toileting and nappy/pull-up changing needs of all children are met.

Objectives

- To promote the well-being of all children
- To assist parents to achieve the toilet training of their child and to encourage the child in doing so
- To safeguard children in the process of toileting and changing
- Provide opportunities for parents to discuss any toileting issues with appropriate staff

School Resources

- All required resources will be available and in place at all times;
 1. Plastic aprons
 2. Plastic gloves
 3. Nappy bags
 4. Wet wipes
 5. Changing mat
 6. Towels
 7. Hand soap
 8. Spare clothes

Parents Resources

1. Where children attend our school wearing nappies/pull-ups parents should;
 1. Wherever possible bring their child to school wearing a clean nappy/pull-up
 2. Provide clean nappies/pull-ups
 3. Provide a change of clothing

Procedures

In the event of having to change a child for whatever reason including wet and soiled nappies/pull-ups

- a) Only trained staff and students (under supervision) with CRB checks will change children
- b) All wet or soiled clothes/nappies/pull-ups will be changed in the designated areas available in each year group i.e. disabled toilet or medical room
- c) Adult should inform the office that they are using the Physical Management Room to change a child.
- d) Adults should wear appropriate protection (plastic apron and gloves)
- e) The child should not be left alone once the changing process has begun
- f) The child's privacy will be respected at all times
- g) If the child is very young or needs reassurance, talk to them throughout the changing process, reassuring them and using this opportunity to gently encourage the child to use the toilet on future occasions
- h) Soiled nappies/pull-ups should always be double bagged or put in the stronger 'yellow bags' if they are heavily soiled and disposed of in the outside bin as soon as possible by the cleaners/caretakers
- i) If the changing mat has been used it should be wiped using anti-bacterial spray or wipes
- j) Adult and child should both wash their hands once the changing process is complete
- k) Record the change on the appropriate record sheet if the child has needed intimate help.

Glossaries and Other Information

Recommended Market Weighton Infant School documents to read: -

- Child Protection Policy
- Positive Behaviour & Anti-Bullying Policy
- Appendix 3 – Change record (WP3/MWIS Docs/Change record)