**3.12 Nappy Changing Procedures**

* Staff change nappies/pull ups according to the daily schedule, or more frequently where necessary.
* Room staff undertake changing children in their room groups.
* Our changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes.
* Each child has their own bag to hand with their nappies/pull ups/pants and changing wipes.
* Our staff put on gloves and aprons before changing starts and the areas are prepared. The changing mat is disinfected after every use.
* All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
* Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
* We are gentle when changing; we avoid pulling faces and making negative comments about ‘nappy contents’.
* We do not make inappropriate comments about children’s genitals when changing their nappies.
* In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
* We encourage children 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.
* We encourage children to wash their hands, and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
* Since the COVID19 outbreak we are advised to use anti-bacterial hand wash liquid or soap
* Older children access the toilet when they have the need to and are encouraged to be independent.
* We dispose of nappies and pull ups hygienically. Nappies and pull ups are bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home.
* We have a ‘duty of care’ towards children’s personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.