08 Early years practice procedures

**08.5 Prime times – Intimate care and nappy changing**

Prime times of the day make the very best of routine opportunities to promote ‘tuning-in’ to the child emotionally and to create opportunities for learning. Nappy changing times are key times in the day for being close and promoting security as well as for communication and learning.

**Young children, intimate care and toileting**

* Wherever possible, key persons undertake changing young children in their key groups; key persons buddy’s change them if the key person is absent.
* Changing areas are appropriately sited and there are safe areas to lay young children if they need to have their bottoms cleaned. Children are changed within hearing of other staff, the bathroom door is never closed while changing a child, and a curtain is drawn across the doorway to protect their privacy.
* If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
* We will only apply barrier cream or talc to a child’s nappy area if a parent requests this and provides it.
* The key person or buddy wears protective clothing, including gloves and an apron when necessary.
* Key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
* Young children are encouraged 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.
* They are encouraged to wash their hands and have soap and paper towels to hand. .
* Nappies, wipes, nappy sacks and any other essentials for changing are provided by the parent/carer and only these are used on their child. If a child runs out of supplies, spares may be used by the pre-school, and the parent informed on collection and asked to restock.
* Older children use the toilet when needed and are encouraged to be independent.
* Members of staffs do not wipe older children’s bottoms unless there is a need, or unless the child has asked.
* Very soft, watery stools are signs of diarrhoea; strict hygiene needs to be carried out in cleaning the changing area to prevent spread of infection. The parent should be called to inform them, and that they are required to collect their child.
* Parents are encouraged to provide enough changes of clothes for ‘accidents when children are toilet training.
* Spare clothes are kept by the setting, they are ‘gender neutral’, and are clean, in good condition and are in a range of appropriate sizes. Parent’s must return borrowed clothes after washing them.