



Nappy Changing Procedure Policy

Rationale/Purpose

So that all staff are aware of and follow the same procedure to ensure that the health and well-being of all children are met.

Statement/Objective

That all children develop a positive attitude towards toileting.

Broad Guidelines:

- The child being changed will not be left alone at any time.
- The child's dignity will be maintained at all times.
- Staff will wash their hands before and after each nappy change.
- We have a strong built-in changing table and a vinyl changing pad.
- To prevent the spread of micro-organisms that cause illness such as diarrhoea we ensure:
 - The changing pad is to be sanitized after each nappy change by spraying with bleach solution and then wiping dry with a clean paper towel.
 - Bleach solution is to be a ratio of 50mls bleach:350mls water, when bleach is 4% Sodium Hypochlorite.
 - All wet and soiled nappies, including used gloves are disposed of in the nappy disposal bin. This bin is cleared at the end of each day and is transferred to the green bin located outside.
- All staff use correct language, gestures and appropriate handling while nappy changing.
- Parents supply their own named creams, if required, which are named and kept near the changing table.

Lines of Responsibility:

Principal teacher and staff

Links to Other Documentation:

Regulation 19 (2) Section 2

DOP's 5A and 5B

Te Whaariki – Well being – S.1 G.1.; S.2. G.3; S.5. G.2

Date: March 2010

Review Date: March 2011

Signed:

Responsibility for Review: Principal Teacher