



Greenfield Pre-School

NAPPY CHANGING & TOILET TRAINING POLICY

GREENFIELD PRE-SCHOOL NAPPY CHANGING & TOILET TRAINING POLICY

Principles

We aim to support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured.

Toddlers will have their nappies changed according to their individual needs and requirements by their key worker wherever possible. Information will be shared between parents and key person about nappy changing and toilet training in a way that suits the parents.

We wish to ensure the safety and welfare of the children whilst being changed and safeguard against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. Through the following actions we will endeavour to support all parties.

Nappy changing procedures

These procedures are to ensure the safety of both the children in our care and the Nursery staff.

- A child's nappy should be checked on arrival at the nursery. If necessary it should be changed immediately. If it does not need to be changed the time checked should still be noted on the nappy changing chart.
- All children should be changed as and when needed, but at least 3 times daily, morning, lunch and afternoon. Whenever possible the child should be changed by their key person and **never** by anyone who has not provided a satisfactory DBS. All nappy changes must be recorded by the member of staff responsible.
- It should also be recorded whether the nappy was W (wet) or BM (bowel movement), time of nappy change and initialled by the member of staff.
- A child should be changed immediately if they soil their nappy or it becomes wet.
- Only staff with a valid DBS check will be permitted to change nappies.
- When changing a nappy, staff members must wear a white disposable apron and white disposable gloves. These must be removed after every nappy change, disposed of and new ones worn for the next nappy change.
- When changing a nappy a sheet from the blue/white roll must be placed on the changing mat to lay the child down on. This must be replaced after the mat has been sprayed with the anti-bac after every nappy change. Please wash hands after nappy change.
- Respect the parent/carers choice of nappies for their child by ensuring you are using the correct make and size of nappy. Only nappy creams brought in by the parent/carers for their own child may be used on the child. Staff must record when a child is sore and cream has been applied. In case of an emergency, the nursery will have a pot of antiseptic cream to apply to children who are sore and the parent has

given permission to apply the cream. To prevent cross infection a spatula must be used to apply the cream and washed after use.

- The changing mat must be disinfected with anti-bacterial spray between each nappy change. Allow the mat to dry naturally or wipe it dry with a paper towel before changing the next child.
- Staff will never turn their back on a child or leave them unattended whilst they are on the changing mat.
- Children must never be left unattended on the nappy changing stand.
- All children should be encouraged to use the steps to access the mat on the changing table, staff are not to lift heavy children onto the changing table.
- All nappies and wipes must be put into nappy sacks and disposed of in the Sengenic bin provided. All aprons and gloves must be put into nappy sacks and disposed of in the correct bin provided.
- Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.
- At the end of the day, or if the bin becomes full, the nappy bags need to be taken outside and placed in the big bins. An apron and gloves must be worn when doing this.
- Wash nappy bins on a Friday and leave to air by not replacing a bin liner and lid over the weekend.

Toilet Training

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.

Toilet training is a very important milestone for every child. The child requires reassurance and guidance at every step to make sure that they are fully supported and encouraged during this stage of their development. It is equally important that we ensure effective partnership and communication with parents in order to give the child continuity between their home and pre-school. We ask that parents let us know as soon as they start to think about potty training in order to maintain consistency. Potty training is a shared job and it is important that each child gets the same messages at home and at pre-school.

Parents are asked to provide plenty of changes of clothes because accidents do happen and each child should be comfortable in their own clothes.

Signs of potty training readiness

- Your child is over 18 months of age. Research shows that children cannot voluntarily use the muscles that control their bladder and rectum until they are at least 18 months old.
- Your child's nappy is frequently dry when you get him up from a lunch time nap. A dry nappy a couple of hours after his last nappy change would also be an indication that the child is getting some bladder control.

- Your child is aware when making a wee or poo. He/she can tell you in advance that he/she will be urinating.
- They become uncomfortable and complain about dirty nappies.
- Your child can understand and follow simple instructions such as sit down, stay there and has the ability to sit still for a couple of minutes
- Your child can take off his own clothes and needs minimal help with it.
- Your child is developed physically, able to walk and sit down on the toilet without help.
- He knows what “wee” and “poo” are. You should talk about it when changing nappies.

If the child has most of these skills, then they are probably ready to start toilet training. If they do not have these most of skills or have a negative reaction to toilet training, wait a few weeks or months until most of the skills are checked off. Starting too soon can actually delay the process and cause tears and frustration. Toilet training is much easier when the child is ready.

Research shows that boys tend to be a little slower to gain control of their bladders and bowels than girls:

- Boys’ nervous systems mature later
- Women still tend to be the main carers of children, so boys do not see same-sex role models as often as girls do.
- Boys tend to be less sensitive to the feeling of wetness against their skin.

Potty training at pre-school

Senior staff will ensure that **all** staff in the team are fully aware of the child’s stage of potty/toilet training. Parents’ wishes must be taken into account at every stage and this must be communicated to the team.

- **All** children at the potty/toilet training stage must be accompanied to the bathroom and supervised and supported whilst in there.
- Reassurance and praise will be given by staff at every step.
- Staff are to give children privacy when using potties, by sitting them out of sight of passers-by and other children using the toilet.
- All visits to the potty will be logged and discussed at handover with parents who will be informed of their child’s progress on that day.
- Staff helping a child with toileting, will put on a specific disposable apron used for toileting and gloves to both hands.
- Encourage the child to remove necessary clothing and to sit on the potty/toilet themselves.
- For a boy learning to wee in a toilet standing up, the staff member should never hold the penis. If for example the child was stood too far away to hit the target a more appropriate method of help would be to gently push the child’s pelvis from behind.

- If age appropriate a child should be encouraged to clean their own bottom (most children of toileting age are able to clean themselves after a wee), however if help is required (e.g. some children will need help after a poo), clean the child's bottom using baby wipes, cotton wool or toilet paper, taking care to wipe from front to the back area and taking special care of folds in the skin. In the event of a child requiring assistance, care should be given to respect the child's right to refuse help.
- Children whose parents and keyworker have agreed to start potty training, will be prompted to sit on the potty every 20 to 30 minutes throughout the day. At least 3 extra pairs of underwear and ample changes of clothing will be needed to support your child's potty training at playschool. Once a child is in pants it is confusing and counter-productive to put him or her in nappies except for naps and overnight (as children's bodies may not be mature enough to wake up for the need to use the bathroom).
- Once potty training is established, older children are encouraged to access the toilet when they have the need to and are encouraged to be independent.

Soiling

If a child has a wetting accident, the soiled underwear needs to be placed in a nappy sack and then into the child's bag or on their peg immediately. Any child having a bowel movement accident needs to be cleaned appropriately, if the underwear is badly soiled, place in a nappy sack and keep in the toilet area until parent collects explain to the parent the condition of the underwear giving them to choice of keeping the underwear or allowing the staff to dispose appropriately in the yellow sack. The same procedure applies with any garments soiled with blood.

Should a member of staff have any safeguarding concerns about a child during nappy changing or toilet training they should follow the school's safeguarding policy and procedures.

More information and support for parents/carers

You can contact ERIC, The Children's Bowel & Bladder Charity at <https://www.eric.org.uk/> for information on potty training. You can also call the ERIC helpline on 0845 370 8008 from Monday to Thursday 10am to 2pm, or email a question to helpline@eric.org.uk.

NHS Choices at <https://www.nhs.uk/conditions/pregnancy-and-baby/potty-training-tips/>

Talk to your GP or health visitor to get some guidance. They may refer you to a clinic for expert help.

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