

2:6 NAPPY CHANGING POLICY AND PROCEDURE

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RATIONALE

To ensure proper nappy changing procedures are adhered to at Let's Grow Early Learning Centre.

PURPOSE

- To make sure that nappies are changed in a hygienic and safe manner, all steps **MUST** be followed to ensure the health and safety requirements are met to prevent the spread of disease and infection. This is to protect the health and welfare of everyone in the centre along with ensuring the child is safe at all times.
- Only centre teaching staff or the child's parent / guardian may undertake nappy changing tasks for children. Casual relievers not well known to the children and students are not permitted to change nappies or toilet children.
- To outline correct handling and disposal methods.

GUIDELINES

NAPPY CHANGING ROUTINE

1. Put on disposable gloves.
2. Ensure pad dry, then put a paper towel on the bottom area of pad if required.
3. Change nappy, seal up tightly with grip tabs.
4. Dispose of in nappy bin provided.
5. After nappy change dispose of gloves in bin provided before proceeding to dress the child.
6. Wet wipes are provided by the centre unless parents request otherwise, Parents are requested to supply nappy cream if needed. (needs to be written on creams and ointments chart).
7. Wipe down mat with solution (this is a diluted solution 1 part eucalyptus to 10 parts water to be made up in small quantities daily).
8. Record nappy change on sheet.

CHILDREN'S INDEPENDENCE SHOULD BE FOSTERED AS APPROPRIATE:

1. Staff to help child if needed, to remove necessary clothing.
2. Staff to help child if needed, to sit on toilet, at set times during the day.
3. Staff to encourage child to flush toilet.
4. Staff to support child to wash and dry hands thoroughly if needed.
5. All staff to use disposable gloves when assisting child on the toilet.

Staff to wash hands thoroughly.