**Nappy Changing**

* Children wearing nappies will be changed at regular intervals throughout each session to keep them comfortable and avoid nappy rash.
* We provide children with nappies and wet wipes during the sessions they attend
* Parents can provide nappy cream or preferred nappies if they wish. This will **NOT** reduce their fees.

**Nappy Procedure**

♣ Get nappies, wipes, creams and nappy sack ready.

♣ Put apron on.

♣ Put gloves on.

♣ Get the child you are changing.

♣ Ensure child is safe on mat. Never leave a child unattended on the mat.

♣ Remove nappy and dispose of in nappy bin.

♣ Clean using Grove Villa or child's own nappy wipes and dispose in nappy bin

♣ Put clean nappy on.

♣ Remove child from mat.

♣ Spray mat and wipe down with paper towels.

♣ Remove apron and gloves and dispose in the nappy bin.

♣ Wash hands.

♣ Record on Tapestry and nappy sheet.

**Toilet Training**

All Grove Villa staff are experienced in helping parents decide if their child is ready for toilet training. Please do not hesitate to ask for advice or support.

The toilets at the nursery are miniature children’s toilets. Children are encouraged to use the toilet and potties available if preferred.

Good hygiene practices are always followed at the nursery and the children are shown how to use the toilet and how to wash their hands each time they have used the toilet.

‘Accidents’ will be dealt with calmly, sympathetically and in a way which does not make the child feel they have done anything wrong.

**This Policy is effective from: 18/03/21 until further notice**

I have read and been informed about the content, requirements, and expectations of the **Nappy Changing and Toileting Policy** for employees at Grove Villa Childcare.

I have received a copy of the **Nappy Changing and Toileting Policy** and agree to abide by the policy guidelines as a condition of my employment and my continuing employment at Grove Villa Childcare.

I understand that if I have questions, at any time, regarding the **Nappy Changing and Toileting Policy**, I will consult with my immediate manager

Please read the **Nappy Changing and Toileting Policy** carefully to ensure that you understand the policy before signing this document.

|  |  |  |
| --- | --- | --- |
| Full Name | Signature  | Date |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |