



## **Keyworth Primary School**

### **Little Stars Nappy Changing Policy**

Little Stars is a provision for children from the age of two. As such nappy changing is an important part of the care provided, and is the responsibility of every member of staff. Nappies and wipes are provided by parents or carers and stored in the nappy changing area. Any barrier creams provided are applied by staff once a 'non-prescription medicine form' has been completed. Nappy changes are recorded on the sheets in the nappy changing area and are reported to parents and carers via the daily feedback sheet.

#### **Nappy Changing Procedure**

Nappies are changed in the designated nappy changing areas using appropriate changing tables and mats. While nappies are being changed doors should be left open so that a second member of staff is within sight or earshot.

When changing a child's nappy all staff will try to make it as fun as possible, whilst retaining good hygiene and respect for the child. To ensure the levels of hygiene in the changing room the following procedure will be carried out:

- Fresh gloves must be worn for every nappy change
- Staff must use the child's wipes that have been provided by the parent/carer and will always respect the parent's wishes in regard to following the requested hygiene routine for the individual child.
- When changing a nappy all staff are aware in making sure that they clean from front to back to avoid any cross contamination/infection.
- When changing a boy's nappy all staff are aware in making sure that they clean under his little bits, with girls, making sure that all creases are cleaned.
- When wipes, nappies, cotton wool etc are running low, the staff will inform the parents/carers.
- Every nappy removed from a child whether wet or soiled, will be placed in a nappy sack and put in the nappy bin provided.
- Gloves should be removed and anti bac gel used before a clean nappy is put on the child to avoid any cross contamination.
- The changing mat is then sprayed and wiped after each nappy change with anti-bacterial solution and disposable cloth i.e. paper towel.

#### **NOW WASH YOUR HANDS!!**

The nappy bin is always emptied at the end of every day or sooner if needed.