

## **NAPPY CHANGING AND TOILETING POLICY**

**NQS 2.1.1, 2.1.2, 2.2.1, 3.1.2, 5.1.2, 6.1.2 February 2018**

The policy and procedures for nappy changing will follow the recommended guidelines from the current edition of "Staying Healthy in Child Care". Nappy changing and toileting hygiene procedures will be displayed in appropriate areas. Educators will use consistent hygiene routines to maintain a high standard of recommended health and hygiene procedures.

### **Educators will:**

- Use nappies provided from families (disposable nappies are encouraged) throughout the day
- Ensure hand washing will occur after every nappy change and toileting experience
- Wear gloves for children's toileting and nappy changes
- Place a sheet of paper towel underneath each child before nappy changing commences and discard after the nappy is removed
- Use nappy wipes or a wet cloth to clean the child's bottom
- Clean the change mat with detergent after each nappy change
- Clean the children's bathrooms throughout the day, as necessary
- Dispose of used nappies in the nappy bin, if reusable nappies are used treat in the same way as soiled clothing.
- Rinse soiled clothes and place in a plastic bag, to be sent home with the child's belongings each day.
- Ensure wet clothing is placed in a named plastic bag and put in the child's own bag
- Support children when toileting and assist as necessary
- Keep a record of the time of each nappy change and other relevant details each day
- Liaise with parents to ensure nappy and toileting needs are consistent between home and the Centre
- Ensure that nappy changing and toileting routines reflect the individual needs of the child
- Provide toilet training information for parents and work in partnership with educators and Allied Health staff to ensure that toileting strategies are appropriate and relevant to the age of the child.

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SOURCED: 'Staying Healthy in Child Care' 5<sup>th</sup> edition  
Work Health and Safety Act 2012  
DECD Hazardous Manual Task Procedure 2017