

Law Primary School Nursery

Nappy Changing Guidelines

1. Children wearing nappies will be changed in the accessible toilet at the front entrance.
2. Individual's changing bags are required to be collected before changing.
This can be found on their peg.
3. Spare nappies, wipes and clothing are available in the accessible toilet should a child not have any.
4. Plastic bags, aprons and disinfectant wipes will be stored in the cupboard/shelf out of reach.
5. To protect the dignity of children being changed, the door will be closed and a sign will be placed on the door to alert staff that a child is being changed.
6. In preparation for changing, the bed should be lined with blue paper sheeting.
7. Staff will be required to gather a nappy sack and larger bag before allowing the child to mount the bed.
8. The bed and bed arm will be lowered by staff to enable the child to sit on the bed once they have all the equipment required for changing to hand.
9. Staff will wear a disposable apron, visor and gloves whilst changing.
10. Once the child is lying safely on the bed, the bed arm will be put into place and the bed will be raised to hip height.
11. All wipes and nappies will be tied up in a nappy sack. The nappy sack will then be placed in the larger bag.
12. Once changed, the bed will be lowered to its lowest point. The bed arm will then be lowered to allow the child to safely dismount the bed.
13. The child will wash their hands with warm water and soap before returning to play in the nursery.
14. The bed arm will be replaced and the bed will be raised to hip height to allow the staff member to clean the bed with disinfectant wipes.
15. The disinfectant wipes and all other waste created from changing, including the blue sheeting and staff member's apron/gloves, should be gathered in the larger bag alongside the nappy sack. This should then be tied and disposed of in the adult waste bin.
16. Staff will wash their hands thoroughly.
17. Staff members should record the date and time the child was changed in the folder provided (stored on the shelf within the accessible bathroom).

Reviewed April 2021