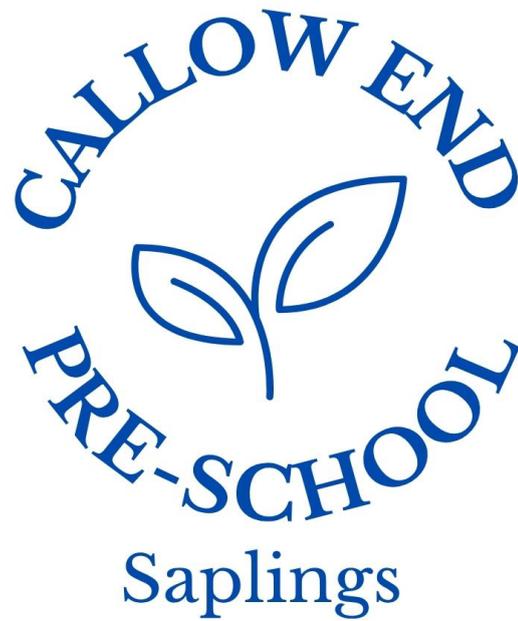


# Callow End CE Primary School



## Nappy changing policy

Policy written: January 2026

Policy review date: January 2028

Member of staff responsible: Debbie Lindsey and Samantha Curtis

## OUR CHRISTIAN VISION

Callow End Pre-School promotes values of kindness, respect, care, and responsibility. We are committed to providing a safe, nurturing, and inclusive learning environment where every child is valued as an individual.

In line with the EYFS, we support children's personal, social, emotional, and learning development through positive relationships, purposeful play, and high-quality teaching, helping each child to develop confidence, independence, and a strong sense of belonging.

### Policy statement

This policy supports the promotion of good health and wellbeing for all children in our care and is written in line with the safeguarding and welfare requirements of the Early Years Foundation Stage (EYFS) statutory framework. The pre-school is committed to developing a strong culture of safety, ensuring that children are protected from harm and abuse in all aspects of our provision.

This policy provides a clear framework for safeguarding and promoting the welfare of children attending the setting. Our nappy changing procedures are carried out in accordance with individual family preferences, the child's physical and emotional development, and Ofsted requirements. During nappy changing, staff engage positively with children through conversation, songs, or simple activities to support reassurance and learning.

No child is excluded from attending the setting due to not being toilet trained. We work in partnership with parents and carers to support toilet training, unless medical or developmental reasons indicate this is not appropriate at the time. Appropriate adjustments are made to toileting and hygiene practices to meet individual needs. Toilet training is viewed as an important self-care skill, which children are supported to develop with patience, dignity, and non-judgemental adult support.

### Method

- The changing area is a clean, warm, safe, and appropriate space for nappy changing.
- Each child must have a named bag containing nappies or pull-ups, wipes, and nappy cream where appropriate, with prior parental permission.
- Nappy changing is carried out in a calm and respectful manner and is used as an opportunity to promote children's independence and wellbeing.
- Staff change children as frequently as required to meet individual needs.
- Staff follow strict hygiene procedures when changing nappies. Disposable gloves and aprons are worn, and the changing area is cleaned before and after each use.
- Staff use appropriate, respectful language at all times and handle children gently, avoiding negative comments or facial expressions related to children's bodies or nappy contents.
- Staff have a duty of care to meet children's personal care needs. Leaving a child in a wet or soiled nappy or pull-up while in our care may be considered neglect and will be addressed in line with disciplinary procedures.
- Staff follow the setting's manual handling and lifting policy at all times.
- A written record is kept each time a child's nappy or pull-up is changed.
- Used nappies and pull-ups are disposed of hygienically by sealing them in a bag and placing them in the bin. Soiled clothing, including cloth nappies, trainer pants, or underwear, is bagged and returned to parents/carers.
- Children may wear pull-ups or trainer pants when they are able to manage them independently.
- Children are supported to access the toilet whenever they indicate a need and are encouraged to develop independence at their own pace.

- Children are encouraged to show interest in using the toilet in ways appropriate to their development, such as sitting on the toilet or observing routines in a respectful manner.
- Children are supported to wash their hands using soap and water and to dry their hands using hand dryers or disposable paper towels. Time is allowed for children to explore handwashing as part of their learning and play.

## Nappy Changing Procedure

- **Preparation**
  - Staff ensure the changing area is clean, warm, safe, and fully prepared before bringing the child to the area.
  - Staff wash their hands and put on disposable gloves and an apron.
  - All required items (nappy/pull-up, wipes, nappy cream where parental permission has been given, disposable bags) are gathered before starting.
- **Engaging the Child**
  - The procedure is explained to the child in a calm, age-appropriate way.
  - Staff interact positively with the child throughout, offering reassurance and promoting independence where appropriate (e.g. encouraging the child to remove clothing).
- **Changing the Nappy**
  - The child is changed on the designated changing mat or surface and is never left unattended.
  - The child is cleaned gently and thoroughly, using wipes from front to back where appropriate.
  - Nappy cream is applied only where required and with prior parental consent.
  - A clean nappy or pull-up is fitted securely and comfortably.
- **Hygiene and Disposal**
  - Used nappies or pull-ups are placed in a disposable bag and disposed of in the bin.
  - Soiled clothing is sealed in a bag and returned to parents/carers.
  - Gloves and aprons are removed and disposed of appropriately.
  - The changing surface and any equipment used are cleaned and disinfected after each change.
- **Handwashing**
  - Staff wash their hands thoroughly after each nappy change.
  - Children are supported to wash their hands with soap and water, as appropriate to their age and stage of development.
- **Recording**
  - A written record is completed for each nappy change, including the child's name, time, and any relevant observations (e.g. nappy rash or concerns), and shared with parents/carers as required.
- **Safeguarding and Dignity**
  - Staff use respectful language at all times and maintain the child's privacy and dignity.
  - Any concerns observed during nappy changing (e.g. marks, rashes, or changes in behaviour) are reported in line with the setting's safeguarding procedures.