



Nappy and Toilet Training Policy

Nappy Changing

Usk Nursery will ask parents/carers to supply nappies when their child is in our care. Children in nappies will be changed as necessary if they are dirty or considered wet. All nappies will be disposed of in our nappy bin. When a child needs changing, one member of staff will accompany the child but will ensure that other members of staff are aware of this. Changing will take place on our changing table when a child will never be left unattended.

Staff **will use disposable gloves and a disposable apron** when changing children. (Gloves and aprons should be double-bagged in nappy sacks and then put in the nappy bin for disposal)

Procedures for disposing of soiled nappies.

- Soiled nappies and wipes should be placed in an individual nappy sack
- The nappy sack should then be placed in the nappy disposal unit
- The nappy disposal unit is emptied fortnightly into a designated council sack (yellow-supplied by MCC) and placed out for collection by the council. If the unit is full before the fortnightly collection it should be double-bagged using yellow bin sacks and placed in our sealed nappy bin kept outside this is then placed out for collection by MCC refuse collectors. (fortnightly collection on Tuesday mornings)

Toilet Training

The staff at Usk Nursery will support parents when they decide their child is ready for toilet training. It is the parents' responsibility to inform us when this decision has been made.

The toilets at the nursery are suitable for children. We provide a toilet training seat and potty if they are required. Potties will be emptied into the toilet and cleaned after every use.

Staff will always accompany a child to the toilet and dependent on child's level of independence will either remain close or stand back to allow the child some privacy.

Good hygiene practices are always followed at Usk Nursery and the children are shown how to use the toilet and how to wash their hands each time they use the toilet. 'Accidents' do happen and will be dealt with calmly, sympathetically and in a way which does not make the child feel they have done anything wrong.

A child that has had an 'accident' will be taken to the toilet area and changed using the supply of clean clothes stored on the changing unit. The child's wet/soiled clothes will be double-bagged using plastic bags which will be sealed by tying the handles together. These bags will be, named and put in a box kept out of reach in the changing area for collection by the parent/carer.

Procedures for cleaning the potty after use.

- Urine and faeces should be flushed down the toilet.
- Then the potty should be rinsed with hot water and this should also be flushed down the toilet.
- The potty should be cleaned twice with an anti-bacterial based cleaning solution.
- The potty should be stored/placed on the ledge in the middle toilet.

When there are visitors in the setting.

- When taking a child to change their nappy leave the door to the changing area open and ensure the child remains on the changing station as this means they are not in sight of anyone in the hallway.
- When accompanying a child to the toilet the staff member should stand at the door keeping it slightly ajar so that they can be seen but the child cannot.
- If needing to change a child after an accident ensure the child is not in sight of anyone where possible leaving the door slightly ajar so that you can be heard and seen without compromising the child's privacy and dignity.