09 Childcare practice procedures

**09.9 Prime times – Intimate care and nappy changing**

Prime times of the day make the very best of routine opportunities to promote ‘tuning-in’ to the child emotionally and to create opportunities for learning. Nappy changing times are key times in the day for being close and promoting security as well as for communication, exploration and learning.

**Young children, intimate care and toileting**

* Wherever possible, Key Persons undertake changing young children in their key groups; back-up key persons change them if the Key Person is absent.
* Children are changed within sight or hearing of other staff, maintaining their dignity and privacy at all times. Staff ensure that nappy changing is relaxed and a time to promote independence in young children. There are mobiles or other objects of interest to take the child’s attention.
* Each child has their own bag to hand, containing their nappies, wipes, cream and spare clothes. Staff collect the child’s bag before preparing the changing area. An apron and gloves are always worn when changing nappies. Nappy cream, supplied by parents, will be applied if a child has a sore bottom.
* Staff never turn their back on a child or leave them unattended on a changing mat. They are gentle when changing; they allow time for communicating with the child, talking, and responding to them.
* Staff avoid pulling faces and making negative comment about the nappy contents. They do not make inappropriate comments about a child’s genitals. Staff ensure children’s genitals are clean without being excessive or invasive.
* Young children are encouraged to wear ‘pull ups’ as soon as they are comfortable with this and if parents agree. If children refuse to lie down for nappy change, they can be changed whilst standing up, providing it is still possible to clean them effectively.
* Young children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet. They are then encouraged to wash their hands and we have soap and paper towels to hand.
* Parents are encouraged to provide extra changes of clothes for ‘accidents’ when children are potty training. Spare clothes kept by the setting are of neutral colours. They are clean, in good condition and are in a range of appropriate sizes.
* Older children use the toilet when needed and are encouraged to be independent. Staff only wipe older children’s bottoms when they need assistance, and the child has asked.
* Staff record nappy changes and inform parents about any relevant information such as a sore bottom, loose stools.