



## NAPPY CHANGING POLICY

Updated by	Kat Warner
Updated when	Summer 2026
Ratified by	Governors
Ratified when	Summer 2026
Signed	Dr Gary Murton
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## 1. POLICY STATEMENT

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained. Parents are to provide nappies, nappy sacks and wet wipes for their own child.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

## 2. NAPPY CHANGING PROCEDURES

- Changing areas are warm and safe for all children
- Changing areas promote independence (use of the steps, in bathroom areas where the child can access the toilets and sinks)
- Gloves are worn by staff before changing starts and all areas are cleaned and checked.
- Aprons to be worn when changing a soiled nappy (optional use when changing a wet nappy)
- All staff are familiar with the hygiene procedures and carry these out when changing nappies (use of antibacterial spray before and after use, wiping from the front to back, correct disposal of nappies in the sanitiser bin)
- Staff ensure that nappy changing is relaxed and a time to promote independence in young children
- Children are encouraged to wash their hands afterwards. Soap, towels and a hand dryer available.
- Staff are gentle when changing; they avoid pulling faces and making negative comments about nappy contents
- Staff do not make inappropriate comments about children's genitals when changing their nappies
- Nappies, pull ups, aprons and gloves are disposed of hygienically using a nappy sack and a nappy sanitiser bin.
- Staff will ensure any soiled or wet clothing is removed and placed in a nappy bag and given to the parents/carers at the end of the day.

## 3. TOILET TRAINING

- Staff will liaise with parents about potty/toilet training and work together to create a suitable plan, ensuring all the child's needs are considered carefully.
- Children who are toilet training (in pants and pull ups) will be supported to access the toilet throughout the day.
- Children who are toilet training and still in nappies will be given the opportunity to access the toilet after being changed.
- All children are supported to be independent when using the toilet (dressing and undressing themselves, wiping, flushing the toilet and washing their hands)
- Staff will ensure that children have access to visual aids and/or social stories to support them with toilet training.
- Reward charts to be used if appropriate.

- Parents can request that a record of all toileting and/or any accidents to be recorded for their child in a home-school communication book. This can be discussed with the Nursery Manager on an individual basis.

#### 4. CARE AND SAFETY OF CHILDREN

- All staff have a ‘duty of care’ towards children’s personal needs. If children are left in very wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.
- If staff have any concerns, or they are involved in conversations with parents/carers regarding toileting, these will be recorded on CPOMS and relevant members of staff will be alerted e.g., DSL, SENCO, Class Teachers/Phase Leaders (CPOMS is a software system used by schools to monitor and manage safeguarding, child protection, and other welfare issues)
- Staff will ensure the toilet cubicles/bathroom areas are hygienic and suitable for use throughout the day e.g., sink areas, toilets are clean and the floor is mopped
- Any toileting incidents/accidents will be cleaned using a designated ‘toilet mop’, antibacterial liquid and disposable cloths.
- Children in nappies will be changed by a member of Stokenchurch Primary School staff who has read and agreed to adhere to our nappy changing policy.
- Student teachers and visitors are not permitted to change nappies, support with toilet training or change children if their clothes are wet or soiled.

NAME OF CHILD		NAME OF PARENT	
I give consent for my child to have their nappy changed, in accordance with this policy.			
SIGNED		DATE	