



Nappy Change/Toileting Policy

Aims:

To maintain a healthy practice which promotes positive experiences for children in relation to toileting and nappy changing and upholds the Child Safety Standards in relation to child protection.

To support families in the toilet training process.

To maintain effective communication between the Centre and families during the toilet training process.

Explanation:

Each child should be safe and able to feel secure about toileting and nappy changing and both should occur in a hygienic manner that upholds the dignity and rights of the child.

Implementation:

The procedure for undertaking a hygienic nappy change is based on procedures from 'Staying Healthy 5th edition which is attached.

An individual service may make changes to the procedure if they feel they can improve practice, but that new procedure must be displayed near each nappy change station and be adhered to by all educators.

Children who are mobile should be assisted to walk up the steps then helped or lifted from the top of the steps over onto the nappy change bench rather than being lifted from the ground. This is to protect educator's backs.

Children who are not yet mobile, or who need extra assistance on that occasion because they are upset, are lifted to the mat.

Children can be lifted down from the mat when it is not safe or easy to have them walk down the steps.

Records of nappy changes, indicating wet, soiled or dry nappies should be kept and communicated to families via OWNA.

Discussions should occur between family and educators about plans and procedures for the toilet training process so that all parties understand the practices that will be used and records of toileting should be kept to be discussed with families for those children who are



training.

All educators may change a child when necessary, however educators who are unqualified or under the age of 18 must be supervised at all times by a qualified member of staff.

Changing will be carried out in toilets/ nappy change areas and not in other areas to ensure the rights of the child are upheld and the child is protected.

Disposable gloves must be used to change soiled clothes.

Staff will use toilet paper and baby wipes if necessary, to clean a child. While toilet paper can be flushed wipes cannot and if a lidded nappy bin is not available, will be placed in a plastic bag and tied off before being put in the bin.

Faeces may be able to be tipped straight into the toilet. Wet and soiled clothes are to be put into a plastic bag, labelled with the child's name and then into the bucket in the room's bathroom. NB Some families instruct educators to throw away significantly soiled undies. At times educators do this as "soiling" is significant and not easily removed. A message telling the family to collect soiled clothing is put onto the service's chosen communication platform. Parents are to collect items at the end of the day and bucket washed and disinfected regularly.

Toilets will be cleaned following Cleanliness/Sanitation Policy.

Child and staff members are to both wash hands after the child has been changed before leaving the bathroom.

If children have any difficulties with toileting, staff need to be informed immediately. Parents can choose for their children to utilise their preferred choice of nappy if they would like to provide them, including reusable nappies. When changing reusable nappies, Educators will follow the same procedure in relation to the storage and collection of soiled materials.

This policy links to the following:

NQS: National Quality Standards: 2.1.1; 2.1.2; 2.2.1 See Appendix 1-National Law (section) and National Regulations (regulation 112).

Resources:

Child Protection Standards

Nappy Changing / Toileting Policy - Last Reviewed: 2nd August 2022



(<https://www.ocg.nsw.gov.au/ArticleDocuments/838/ChildSafeStandardsGuide.pdf.aspx?Embed=Y> , Office of the Children’s Guardian, 2020).