

Nappy Changing

Policy statement

At Little Learners we aim to support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured.

We will enable a two-way exchange between parents and key persons. Parents/carers will be informed of all significant concerns relating to intimate care, including persistent wet nappies, bowel movements causing discomfort, signs of nappy rash or any unusual observations.

Our Procedures

We wish to ensure the safety and welfare of all children whilst being changed and safeguard against any potential harm, as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties by taking the following actions:

1.1 Staff

- a) Ensuring all staff undertaking nappy changing have enhanced DBS checks and two references have been obtained. In the unlikely event that it is not possible to obtain two satisfactory references, a robust risk assessment must be completed and authorised by management before the staff member undertakes nappy changing duties, with the assessment reviewed regularly thereafter.
- b) Conducting thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to nappy changing.
- c) Training all staff in the appropriate methods for nappy changing.
- d) Ensuring all staff have an up-to-date understanding of child protection and how to protect children from harm. This includes identifying signs and symptoms of abuse and how to raise these concerns as set out in our child protection procedures.
- e) Conducting working practice observations of all aspects of nursery operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes intimate care routines.
- f) Following up procedures through supervision meetings and appraisals to identify any areas for development or further training.
- g) Promoting consistent and caring relationships through the key person system in the nursery and ensuring all parents understand how this works.
- h) Operate a whistleblowing policy to help staff raise any concerns relating to their peers or managers and support staff to develop confidence in raising concerns as they arise in order to safeguard children in the nursery.

1.2 Risk assessment

- a) We conduct regular risk assessments of all aspects of nursery operations, including intimate care, and review the safeguards in place. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.



- b) We make sure staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted.

1.3 Parent Partnership

We work closely with parents on all aspects of the child's care and education as laid out in the Working in Partnership with Parents and Carers policy. This is essential for any intimate care routines which may require specialist training or support. If a child requires specific support the nursery will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs.

1.4 Nappy changing

During nappy changing we:

- a) Ensure that the nappy changing area is inviting and stimulating and change this area regularly to continue to meet children's interests.
- b) Ensure that no child is ever left unattended during the nappy changing time.
- c) Ensure children are afforded privacy during intimate care routines whilst balancing this with the need to safeguard children and staff. No nappies will be changed or intimate routines take place behind closed doors.
- d) Obtain written permission from the parent before applying nappy and nappy rash creams.
- e) Ensure hygiene procedures are followed appropriately, e.g. staff put on gloves and aprons before changing starts, hands are washed after nappies are changed and changing mats cleaned before and after each use.
- f) Ensure practitioners are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents' and inappropriate comments about children's genitals when changing their nappies.
- g) Use this one-to-one time as a key opportunity to talk to children and help them learn, e.g. through singing and saying rhymes during the change.
- h) Provide older children with access to toilets when they have the need to and are encouraged to be independent.
- i) All children wearing nappies or pull-ups will have their nappy checked at regular intervals throughout the day, regardless of whether a change is required. These checks will be recorded in the nappy changing log.
- j) Staff must accurately record all nappy checks, changes, bowel movements, skin concerns and any actions taken at the time they occur.
- k) If redness, soreness, broken skin or signs of nappy rash are identified, staff must record their observations and inform parents/carers at the earliest opportunity.
- l) Where concerns increase throughout the day, management should be informed and further monitoring implemented.
- m) Nappies and pull-ups are disposed of hygienically. Any soiled nappies/pull-ups are bagged up and disposed of by a sanitary waste disposal company.
- n) Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for the parent to take home.



- o) Where reasonably practicable, children wearing nappies or pull-ups will receive a final nappy check prior to collection and this check will be recorded.
- p) Management will carry out regular audits of nappy changing records and monitoring documentation to ensure procedures are being consistently followed.

We have a duty of care towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the nursery this may constitute neglect and will be a disciplinary matter.

1.5 Monitoring and Recording of Nappy Care

- a) Management will regularly review nappy changing records to ensure compliance with nursery procedures.
- b) Any identified gaps in monitoring, documentation or practice will be addressed promptly through supervision, coaching or additional training.
- c) Records will be reviewed to identify patterns, recurring concerns or areas requiring further support.
- d) Findings from audits will be used to inform continuous improvement and quality assurance processes.

This policy complies with the requirements of the Early Years Foundation Stage (EYFS) Statutory Framework effective from 1 September 2026.

Date policy last reviewed/updated	28 th August 2026	Reviewed by	Terri Noone - Interim Regional Nursery Manager Jodie Richards – Nursery Manager Charlie Walton – Nursery Manager
Date of next review/update	August 2027		

