



Personal Hygiene and Toileting Policy

At our nursery we aim to meet the needs of all our children and promote their welfare. We recognise and assist children with intimate care where needed, and ensure that the children are treated with courtesy, dignity, and respect at all times.

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas which some children may need support in doing because of their young age, physical difficulties or other special needs. Where possible the child's key person will carry out intimate care procedures and ensure their care plan is adhered to.

Adults supporting children's personal care and toileting needs are knowledgeable about intimate/personal care. They have been checked with the Disclosure and Barring Service (DBS) as suitable persons and are aware of their responsibilities, relevant policies and procedures in place (including adhering to policies - Safeguarding, Health and Safety, Confidentiality).

Due to the developmental stages of the children in the nursery, we support them with their personal care: reminding the children to go to the toilet, washing of hands, hygiene etc. to develop their independence. Signs, pictures or special words will be used where needed. As outlined in the Early Years Foundation Stage curriculum, we are responsible for children's personal care skills, as an essential part of Personal Development, in order to be able to access the rest of the curriculum.

The toilet area is used to attend to a child's needs and every effort is made to ensure privacy and modesty. We encourage and promote children's independence using facilities available. These include child size toilets, potties and changing mats.

Staff are aware of cross-contamination and in order to protect against risk, high standards of hygiene are maintained consistently at all times, for all children. The essential routine will include the wearing of gloves and aprons, thorough cleaning of the changing area and safe disposal of soiled items. Disposable gloves should always be available.

We request parents ensure your child is in a clean, dry nappy at the beginning of the day and that you supply nappies, wipes and a change of clothes in a clearly marked bag in the event that a change is required.

Parents will be informed of details regarding toileting programmes i.e. bowel movements by way of a form.

The administration of creams etc. will be recorded and kept on file.

Reviewed by:



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Procedure

- Always inform another staff member that you are taking a child to the toilet area and ensure door left ajar.
- Check the child's bag has all the necessary items needed before each nappy change, for example nappy, wipes, nappy sack, cream if necessary (each child must have their own named cream).
- Wash and dry your hands
- Put on apron and gloves. You must use a new set of gloves and apron for each nappy change.
- Place child on a changing mat.
- Remove the child's clothing to access the nappy. Remove the nappy and place inside the nappy sack.
- If the child's clothing is soiled, bag them separately and send them home (do not rinse them)
- Using the wipes, clean the child from front to back and place wipes in nappy sack. Tie sack and put in pedal operated bin provided.
- Put on a clean nappy and apply cream if necessary. Take off the gloves and apron and place in pedal bin. Dress the child.
- Help the child to wash hands if this is age appropriate, using liquid soap, warm water and paper towels.
- Wash your hands
- Take the child back to the room.
- Return to nappy changing area and using the anti-bacterial spray and paper towel clean the changing mat, surrounding area and underneath the mat before leaving to dry, then wash your hands.

LASTLY MAKE SURE IT IS A FUN AND INTERACTIVE EXPERIENCE FOR EVERY CHILD WITH LOTS OF TALKING AND SINGING.