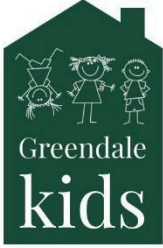


| | |
|---|---|
|  | Policy Category: HEALTH AND SAFETY |
| | Policy Name: Nappy Changing Policy |

Purpose

The purpose of this operational policy is to ensure appropriate compliance with licensing criteria **HS3**.

Position Statement

Changing nappies is an important part of providing care and attention to young children and parents can rightfully expect that our centre has considerate and safe processes in place. Our centre has specific procedures for nappy changing so that there is no risk of infection being spread amongst children and staff and so that each child is treated with dignity and respect during nappy changing times.

Issue Outline

Babies and toddlers need to be kept dry and clean for the maintenance of physical and emotional wellbeing. Changing nappies needs to be done in a way that keeps both caregivers and children safe while maintaining the child's dignity.

At our centre, changing nappies is also recognised as a time where infants and young children have the undivided attention of a trusted caregiver. We take care to attend to children's personal cares in an unhurried manner, using a pedagogical approach. Communication is an important tool, and as educators we recognise that, in the home environment, parents and whānau would use the time they change their child's nappy for talking to the child, which enhances an infant's language development to a great extent.

Detail

- All nappy changing occurs in the designated nappy changing area.
- In our centre the people who may change nappies include staff trained in nappy changing and permanent relievers. Parents / caregivers can only change their own child's nappy.
- Staff receive training and reminders of respectful and hygienic processes.

- Cleaning agents for cleaning the nappy changing area / disinfectants are stored in a safe place, inaccessible to children in under change table in a locked cupboard or up high out of reach of children.
- There is a daily schedule for nappy changing in the nappy changing area located above the change table. When a child's caregiver has changed a child's nappy, this is noted on the schedule. Aside from the schedule, the mother hen/wellbeing role regularly checks that the child is dry and clean.
- Our procedure for the changing and disposal of nappies is displayed near the nappy changing facilities area located above the change table. and consistently implemented.
- At our centre, staff must wear disposable gloves when they change nappies
- Hands must be washed and dried immediately after each nappy change, to prevent cross-infection. The required / most effective handwashing procedure to prevent cross-infection is displayed prominently above nappy changing area
- Disposable gloves must be changed immediately after each nappy change, to prevent cross-infection. Handwashing is required even when disposable gloves are worn
- We keep at least one hand on the child being changed at all times to prevent falls
- The nappy changing surface is cleaned after each nappy change with disinfectant containing 0.5% sodium hypochlorite. Each staff member who changes a nappy is responsible for cleaning the surfaces immediately after the nappy change.
- All disposable nappies are disposed of in the special bin supplied. The lid of that bin must be securely closed
- 'Solid waste' is disposed of in the toilet
- Cloth nappies are treated as per our laundry Policy
- If a child requires washing, staff are trained to use the dedicated washing facility. The area will be cleaned and disinfected afterwards.
- Staff rinse soiled clothes (wearing disposable gloves) and place them in a plastic bag ready for collection by parents.
- Our centre keeps a record of nappy changes each day for parents' information
- Children are washed when solid or pose a health and safety risk to themselves or others.

General:

Disposable Gloves:

Disposable gloves are worn by caregivers in early childhood to help prevent the transmission of infectious diseases during nappy changes. However gloves must be used appropriately to be effective. Caregivers need to remember the following points:

Nappy Creams:

The Ministry of Education advises that nappy creams, like suntan lotions, are not considered medicine. Therefore they do not need to be authorised and acknowledged like medicines

under HS28. If a centre uses its own nappy crème, this must be part of the enrolment form, where the centre brand is recorded and parents consent to its use.

Nappy change practices and procedures that would mitigate and prevent infection/cross-infection:

- Staff are recommended to use gloves when changing nappies and to change gloves in-between each child, and when using nappy creams
- If a child needs a prescribed medication to treat a condition eg. thrush or infected nappy rash then this medication is treated as a category (ii) medicine.

Alignment with Other Policies

- Laundry Policy
- Nappy Changing Facilities Policy
- Health & Safety policies

Relevant Background (including legislation/regulation references)

Licensing Criteria 2008, Health and Safety, Child Health and Well-Being documentation required:

- **HS3:** A procedure for the changing (and disposal, if appropriate) of nappies. The procedure aims to ensure:
 - Safe and hygienic practices; and
 - That children are treated with dignity and respect.
- **HS30:** Children are washed when they are soiled or pose a health risk to themselves or others.

Relevant Background (including legislation/regulation references)

In regards to the National Education and Learning Priorities- Objective 1

Impacts of Policy on Staff, Parents, Children

Parents and whānau are assured that their children's health and safety, as well as emotional wellbeing is paramount whilst at the centre. Hygiene and prevention of infection and illness is of paramount importance within an early childhood centre.

Staff are supported through training and guidance to keep themselves and children safe and healthy. The policy also ensures that providing very personal cares such as changing nappies is considered as a time of learning and development for the child.

Alignment with the Centre Philosophy

This policy ensures a safe environment, a crucial part of creating and maintaining the well-being of children in our care.

Implications and/or Risks

We avoid risk to the centre's reputation and assure parents of appropriate and safe care for their babies and toddlers..

Implementation

The Manager checks regularly that all staff and parents comply with the policy, provides training where necessary and ensures records are kept and the area is kept hygienically.

Review

Review annually or when there is a significant change in the area of the policy topic.

| | |
|--|--|
| Authorised by licensed service: | Greendale Kids Preschool Greendale Kids Nursery |
| Date: | 22 April 2025 |
| Review Date: | May 2026 |
| Parents informed: | May 2025 |