**Nappy Changing Procedure**

Parents must provide nappies, wet-wipes and any creams their child will need.

Children in nappies will be changed mid-way through each session to keep them comfortable and avoid nappy rash. They will also be changed as necessary if they are dirty or considered overly wet.

Details of our personal care procedures are as follows;

* All staff must strictly observe the following procedure when changing children.
* Wash hands thoroughly before commencing routine
* Changing mat must be wiped down with anti-bacterial wipes OR a clean cloth using anti-bacterial spray.
* Prior to lifting a child onto the change mat you must put on an apron and a glove on the hand that you use to perform the wiping.
* Ensure that all changing materials are at hand prior to lifting the child onto the mat.
* Having lifted the child on to the mat (using the correct lifting procedure) you must always secure the child on the mat with one of your hands and under no circumstances leave the child unattended or unsecured.
* All soiled nappies to be placed in a nappy sack prior to being put into the nappy bin.
* Following every nappy change discard glove into nappy bin and wash hands thoroughly.
* Changing mat must be wiped with anti-bacterial wipes or spayed either before changing another child or having finished changing routine.
* Apron can be re-used providing not soiled. Discard apron once nappy changing complete in nappy bin.

The staff at Jollytots are experienced in helping parents to decide if their child is ready for toilet training so please do not hesitate to ask for advice or support.

The toilets at the nursery are child sized. Potties are available if required.

ALL CHILDREN AND CARERS WILL WASH THEIR HANDS AFTER USING THE TOILET and in the case of staff will use this opportunity to verbalise the reasons why this is important to support the child’s understanding of how to keep themselves healthy and safe through regular hand washing practices.