



## Kirkby and Great Broughton School Nappy changing and personal care policy

September 2024

Overall Aim	We aim to provide an inclusive environment which sensitively supports both parents and children with nappy changing and intimate personal care routines.
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### Personal care

- We respect children's rights for privacy and will always carry out personal care routines with sensitivity
- When nappy changing, children will be shielded but staff will always be in sight of another member of staff
- Staff carrying out personal care routines must be DBS cleared and employed by the school
- Whenever possible, intimate personal care needs should be carried out by the child's key person to promote continuity and ensure the child feels secure
- Training from a health care professional or guidance from parents will be sought if necessary.

### Nappy changing

- Parents will supply nappies to be stored in bags on the children's pegs.
- Nappies will be changed only if full or soiled. Children will be encouraged to use the toilet.
- Nappies will be checked at lunch time and at the end of the day if staying at wraparound care.
- Children attending the morning session only will not be changed unless they are soiled or full.
- Only disposable nappies will be accepted
- The changing area is wiped after every change and cleaned every night
- Whenever possible, nappy changing should be carried out by the child's key person to promote continuity and ensure the child feels secure. They will create a relaxed routine which meets the child's individual needs eg eye contact and interaction
- Staff should wear disposable gloves if they wish but always wash their hands thoroughly before and after changing.
- Nappies, wipes etc should be close at hand before starting
- A barrier cream will only be used with written permission and provided by parents
- Nappies/wipes/cotton wool will be disposed of in a tied bag in a bin
- Wet and soiled clothes will be tied in a plastic bag and put in the child's bag. Parents will be informed verbally or via Seesaw
- Children will be encouraged to wash their own hands

Useful websites/documents	Managing the Health care Needs of Children and Young People (NYCC document)
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**Kirkby and Great Broughton School**

- Before changing a child, staff will wash their hands
- Staff can choose to wear disposable gloves
- Child placed or stood on the changing area
- Wet/soiled nappy removed
- Child cleaned from front to back and barrier cream may be applied
- Clean nappy placed on child
- Wet/soiled nappies and all cleaning materials will be bagged and disposed of in the bin.
- Staff to remove gloves which must be disposed of immediately by placing in a rubbish bin.
- Child returned to room
- Staff clean mat with disinfectant spray and wipe down with paper towels.

<b>Signed:</b>	Emma McCormick
<b>Date:</b>	15.7.24
<b>Review Date:</b>	Sept 25