

## TOILETING AND NAPPY CHANGE POLICY

### **Aim:**

Meeting the needs of children by providing clean nappies and a safe and hygienic place for changing children is a basic need that is important for children's comfort and happiness. Consistent approaches between the home and the centre environment allow children to gain confidence in their abilities and develop independence with their toileting skills. This consistent approach allows children to identify appropriate hygiene, toileting practices and nappy change procedures that will reduce the spread of infectious disease.

*"Nappy changing and toileting rituals are also valuable opportunities to promote children's learning, meet individual needs and to develop strong relationships with children. Having their needs met in a caring and responsive way builds children's sense of trust and security—which relates strongly to the Early Years Learning Framework." p.66, Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011.*

Narnia Educators are aware of that these daily routines provides an opportunity for rich engagement with the children and the development of secure and trusting relationships. Educators are trained in Child Protection and awareness of Child Safe Standards and maintain high visibility and supervision during toileting and nappy changes.

### **Explanation:**

Each child should be able to feel secure about toileting and toileting should occur in a hygienic manner.

### **Implementation:**

- All Educators will change a child when necessary.
- Educators will ensure children's privacy, safety and dignity is maintained
- Educators will build supportive respectful relationships with families and their parenting role, and respect their values and beliefs in regard to toileting for their child.
- Observe children for signs of toileting awareness. If a child is starting to show an interest in toileting, educators will consult with families and develop consistent strategies with the family for approaching the child's toileting needs. These strategies will reflect the home environment and be culturally sensitive.
- Remind families that toileting accidents are common and both successful and unsuccessful toileting attempts need to be supported in a positive manner.
- Support children with soiled or wet clothing. Educators will put on non-latex gloves and assist the child to remove their clothing. Any solid waste will be placed in the toilet. All wet or soiled clothing will be placed in a sealable bag. The child's name will be written on the bag and it will be placed away from the children's play spaces for collection by the family. For 2-5 year olds, this will be in the bathroom.
- Changing will be carried out in toilets and not in other areas.
- Staff will use baby wipes if necessary to clean a child and wipes will be placed in the sanitary/nappy disposal bin.

- Discuss children's individual needs with families to ensure practices are reflective of the home environment and are culturally sensitive.
- Utilise nappy change times to interact with children on an individual basis. The nappy change time will allow educators to converse, sing, play and generally interact with the child. This time allows educators and children to learn more about each other and understand each child's personality and personal strengths.
- Toilets will be cleaned as outlined in our Cleanliness/Sanitation Policy.
- Staff are respectful and sensitive to children's dignity and rights to privacy.
- Child and staff members are to both wash hands after child has been changed before leaving the bathroom.
- If children have any difficulties with toileting, staff need to be informed immediately. Staff will never force a child to sit on a toilet or leave a child in soiled or wet clothing or nappies. If a child is showing distress about using the toilet or nappy change, educators will respect the child's needs and emotions and implement alternative method of toileting and nappy change in consultation with the family.

**Educators will maintain effective supervision at all nappy change times by:**

- Fully supervising and maintaining physical contact with children throughout the nappy change experience. No child will be left alone on a nappy change mat.
- Keeping nappy change areas fully stocked with all required materials at all times. Educators are responsible for maintaining the supplies to meet the needs of individual children. Supplies will be readily accessible to staff to ensure efficiency and the health and safety of each child.
- Encouraging mobile children to walk to the nappy change area. Educators will assist the child to climb up the stairs to reduce repetitive movements by educators and to promote children's agency. Where a child is not walking, educators will follow manual handling practices to lift and carry the child to the nappy change mat.
- Educators will practice effective hygiene by utilising the '*Staying Healthy in Child Care*' practices when changing a nappy to reduce the spread of infection. These are displayed alongside each nappy change area.

**Additional nappy change strategies**

- Educators will clean nappy change mats and areas after each use. They will be thoroughly cleaned with with pH Neutral detergent and paper towel after each child.
- Educators and children will implement appropriate hygiene practices in relation to hand washing, toileting, nappy changing and cleaning of equipment. The centre will display their nappy change and toileting procedures and information about correct hand-washing procedures.
- Children's nappies will be changed at scheduled intervals as determined by the nominated supervisor and educators. Nappies will also be checked throughout the day to ensure children are not susceptible to nappy rash and discomfort. A system to record this routine will be maintained for reporting purposes. (Standards 2.1.2 & 2.3.1).
- Staff will follow guidelines set out in Staying Healthy: Preventing infectious diseases in early childhood education and care services at [www.nhmrc.gov.au](http://www.nhmrc.gov.au).

## **EVALUATION**

Emerging independence and self-help abilities are encouraged to promote children's toileting skills. Educators support the children's efforts and communicate with families to provide consistent, positive and sensitive strategies for promoting hygienic toileting practices.

Nappy change experiences are safe and hygienic. They are considerate of children's diversity and family practices. Children's learning and development is engaged by staff to ensure the experience is relaxing for both children and staff.

Educators support the development and safety of children at all times and ensure that Child Safe Standards and Child Protection procedures are maintained and followed.

See

[https://www.acecqa.gov.au/sites/default/files/2018-04/QA2\\_EffectiveToiletingand%20NappyChanging%20Procedure.pdf](https://www.acecqa.gov.au/sites/default/files/2018-04/QA2_EffectiveToiletingand%20NappyChanging%20Procedure.pdf)

### **LINKS TO:**

<b>THE NATIONAL QUALITY STANDARD</b>	Element 1.1.3: All aspects of the program, including routines, are organised in ways that maximise opportunities for each child. Standard 2.1 Each child's health and physical activity is supported and promoted. Element 2.1.2 & 2.3.1 A system to record this routine will be maintained for reporting purposes Element 5.1.1 Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included. Element 5.1.2 The dignity and rights of every child are maintained.
<b>LEGISLATIVE REQUIREMENTS NATIONAL LAW</b>	Section 165: Offence to inadequately supervise children. Section 174: Offence to fail to notify certain information to Regulatory Authority
<b>NATIONAL REGULATIONS Regulation</b>	r112 service ensures that nappy change facilitates are designed, located, and maintained in a way that prevents unsupervised access, r115: Premises designed to facilitate supervision. r151 Record of educators working directly with children. r155 Education and Care Services National Regulations Regulation 168(2)(h): Policies and procedures are required in relation to providing a child safe environment.
<b>CHILD SAFE STANDARDS</b>	Standards are embedded into our organisational leadership, governance and culture.