West Derby

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**Nappy changing Procedure**

At Spring Grove Nursery, we are committed to ensuring that all staff are responsible for the intimate care of the children that are in their supervision. This policy is designed to act as a guideline for anyone with the responsibility for the intimate care of the children at Spring Grove Nursery, which outlines the guidelines for best practice. In any intimate care situation, the child’s safety, dignity and privacy are of paramount importance. We recognise that there is a need to treat all children with respect, courtesy and dignity when intimate care is given. Intimate care can be defined as any care which involves washing, changing of nappies or clothing.

**Procedure for change of nappies:**

1. Ensure area is clean and set up with appropriate items

(Gloves, Aprons, Nappy Sacks, Wipes, Nappies, Cream)

1. Wash hands
2. Put on apron and gloves
3. Change child, ensuring one hand at all times is placed on the child
4. Make child feel comfortable during nappy change, explain what is happening to the child/sing songs
5. When cleaning child ensure the method of front to back is used
6. Apply cream if needed (with tissue)
7. Dress child appropriately
8. Clean mat with antibacterial spray and dispose of nappies and wipes
9. Empty the bin with regular intervals throughout the day to prevent odours
10. Wash hands

At Spring Grove, we encourage the child’s Key Person to change their own children were possible. The purpose of this is to make the child feel at ease and comfortable with a familiar adult. To ensure safeguarding is maintained throughout the changing procedure, any staff member changing a child will have an up to date DBS Check and will be trained to carry out the intimate care procedure the appropriate way. If we have a person working with us for the day under an agency, under no circumstances will they change a child’s nappy or change a child’s clothes.