



Toileting Procedure Nursery Plus 2

Nappy Changing Procedure

Nappies will be changed as the children arrive between 12-12.30 and at about 2.30 unless soiled. The agreed, appropriate adult supervision will be in place before we begin. One child will go into the nappy changing room at a time.

The adult changing the nappy will put on disposable gloves and a disposable apron. (A separate pair of gloves will be worn for each nappy change.)

The adult then changes the nappy on the changing mat and disposes of the nappy, wipes etc. into the nappy sack. If parents have provided their own cream then this will then be applied. If parents have consented to cream being applied if their child requires it then we will apply our own cream.

The child can then be taken back to the room.

The adult sprays the mat with anti-bacterial spray and wipes it down.

The adult then disposes of the gloves, apron (if no more to change), paper and nappy sack into the nappy bin.

The adult then records the name of the child, what time the nappy was changed and whether it was wet, soiled or dry.

Adult to wash hands.

Potty Time Procedure

If children are using a potty the children will be taken as they arrive (in discussion with their parents/carer) and as and when they need it. The agreed, appropriate adult supervision will be in place before we begin. More than one child could be taken at a time as we have a few potties.

The adult supervising the potty time will put on disposable gloves and disposable apron.

When the child has finished the adult will praise them -give them a sticker - get them to wash their hands. If cream is required and parents have provided/consented to cream - cream can be applied in the nappy changing area.

The child can then be taken back to the room.

The adult then empties the potty contents in the toilet - using paper if required. The potty is then sanitized - then wiped.

The adult disposes of all paper, gloves and apron and wipes into the nappy bin.

Adult to wash hands.

The adult then records the child's name, time and what the child did in the potty.

Toilet Procedure

If children use the toilet the children will be taken as they arrive (in discussion with their parents/carer) and as and when they need it. The agreed, appropriate adult supervision will be in place before we begin.

Adult to put on gloves and apron if the child needs assistance in wiping.

When the child has finished the adult will praise them -give them a sticker - get them to wash their hands. If cream is required and parents have provided/consented to cream - cream can be applied in the nappy changing area.

The child can then be taken back to the room.

Adult to wash hands.

***The adult supervising the children in any of the above activities will be in sight of another adult at all times.**

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