

Coota Gulla Preschool Procedures



Nappy Changing

Associated National Quality Standard	Education and Care Services National Law or Regulation	Associated Departmental policies, procedures or guidelines
1.1 2.1 5.1	112 155	<ul style="list-style-type: none"> ▪ Student Health in NSW Public Schools: A summary and consolidation of policy ▪ Dealing with Infectious Diseases, including Immunisation <p><u>Additional Resources:</u></p> <ul style="list-style-type: none"> ▪ ACECQA information sheet: Toileting and nappy changing principles and practices ▪ Staying Healthy: Preventing infectious
Next Review Date:		27/02/24

Coota Gulla staff are advised of toileting needs at enrolment through information provided by parents/carers during the enrolment interview process. This information is requested to ensure that Educators have a thorough understanding of the child's needs.

Families supply nappies/pull ups for their child.

Nappies are changed in the children's bathroom on a change mat by Educators to allow ample supervision. A disposable cover is replaced for each nappy change. Used covers are placed in the pedestal bin on completion of the nappy change. The change mat is cleaned with detergent and water after each use. Children in pull-ups can be changed while standing if it is more convenient for the individual child.

The steps for completing a nappy change are displayed in the nappy changing area.

To ensure the dignity of the child being changed is of utmost importance to Educators, nappy changes are conducted with as much privacy as possible.

Soiled nappies are placed in a nappy bag and disposed in the pedestal bin within the children's bathroom. The bin liner in the pedestal bin is tied close by Educators ready for disposal at the end of each day.

A record of each child's nappy changes will be kept in the children's toilet for completion by Educators after each change.

Educators will work with families to support children in toilet training.

Equipment for nappy changing:

- Disposable gloves
- Storage space for necessary supplies

- Disposable wipes
- Paper towels/change mat cover
- Plastic bags for soiled clothes
- Separate bin for disposal of nappies
- Change mat
- Spray bottle for detergent and water

Preparation:

1. The Educator washes their hands
2. Places the change mat on the children's bathroom floor
3. Places a disposable paper change mat cover on the change mat
4. Puts on disposable gloves on both hands
5. Puts on a face masks (if required)

Changing:

6. The Educator removes the child's nappy and puts the disposable nappy in a nappy bag, closes the bag and places the bag in the pedestal bin
7. The Educator cleans the child's bottom with disposable wipes
8. The Educator removes the nappy change cover paper and places it in the pedestal bin
9. The Educator removes their gloves and puts them in the pedestal bin
10. The Educator places a clean nappy on the child
11. The Educator assists the child in dressing
12. The child and Educator wash their hands
13. The Educator records the nappy change on the Nappy Changing Record Chart

Cleaning:

14. After each nappy change, the Educator cleans the change mat with detergent and warm water, then rinse and dry with paper towel
15. The Educator washes their hands again