

NAPPY CHANGING AND TOILETING Version 1.15

The policy and procedures for nappy changing will follow the recommended guidelines from the current edition of "Staying Healthy in Child Care". Nappy changing and toileting hygiene procedures will be displayed in appropriate areas. Educators will use consistent hygiene routines to maintain a high standard of recommended health and hygiene procedures.

Educators will:

- Wear gloves for children's toileting and nappy changes.
- Provide disposable nappies for use throughout the day.
- Place a sheet of paper towel underneath each child before nappy changing commences and discard after the child's bottom is cleaned and their nappy is removed.
- Use nappy wipes or a wet cloth to clean the child's bottom.
- Dispose of used nappies in a nappy collection bin.
- Clean the change mat with warm, soapy water after each nappy change.
- Ensure hand washing occurs after each nappy change or toileting experience.
- Not rinse soiled clothes and instead place them in a named plastic bag, then place the bag in a bin to be sent home with the child's belongings each day.
- Ensure wet clothing is placed in a plastic bag and put in the child's own bag.
- Support children when toileting and assist as necessary.
- Keep a record of the time of each nappy change and other relevant details each day.
- Keep records for children who require a Continence Care plan.
- Liaise with parents to ensure nappy and toileting needs are consistent between home and the Centre.
- Ensure that nappy changing and toileting routines reflect the individual needs of the child.
- Provide toilet training information for parents and work in partnership with Educators and Allied Health staff to ensure that toileting strategies are appropriate and relevant to the age of the child.
- Clean the children's bathrooms throughout the day, as necessary.

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TO BE REVIEWED: April 2023

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Occupational, Health, Safety and Welfare Act 1986 and amendments