



Peterborough Community Preschool
and Rural Care Services
76-80 Victoria Street Peterborough SA 5422
Ph: (08) 8651 2550 Fax: (08) 8651 3456
dl.6649.leaders@schools.sa.edu.au

Toileting and Nappy Changing Procedure

Rationale:

Childcare professionals aim to cater for the individual nappy changing and toileting needs of the child by providing positive experiences and encouraging, healthy age- appropriate habits in harmony with the home. We believe in building a warm and affectionate relationship with the child that supports emotional and physical well being in times of routine nappy changing. Children benefit most when there is a trusting and supportive relationship with the significant caregiver at the service.

Children need:

- *A safe and enjoyable nappy changing and toileting routine and experiences
- *Positive reassurance and guidance in the learning of toileting self-help skills

Parents need:

- *To communicate their child's changing needs to the service
- *Know that their child's individual needs are met by the service

Staff need:

- *Knowledge of safe and appropriate practices and of the children's individual needs
- *Staff see the nappy changing time as an opportunity for playful interaction to encourage emotional attachment and language development

Management need:

*To be informed of any issues in relation to nappy changing that may impact on the management of the service

The Peterborough Community Preschool and Rural Care Service will implement this by:

- *Nappies will be changed approx 2 hourly or when they become soiled.
- *Clean clothes available to replace the child's clothes if they become wet or soiled.
- *A supply of clean linen must be available to change wet or soiled cot linen
- *At our centre we understand that children are confident to use the toilet at different ages and we will endeavour to work in partnership with parents/caregivers when this occurs
- *Parents of children who are not toilet trained need to supply the centre with a minimum of 5 nappies each visit, they also need to supply nappy wipes, nappy sacks and any creams if required (recommended by a doctor).
- *Parents are to supply a change of clothes and underwear.
- *When a toileting program has been implemented we believe putting the child in and out of nappies is confusing. Young children will be encouraged to use the toilet and positive reinforcement will be used.
- *Staff will communicate with parents/caregivers regarding their child's toilet use and keep daily records for babies and toddlers whose nappies are changed.

Nappy changing routine:

- *Check to make sure that the supplies you need are ready eg. Nappy, wipes, clean clothing, gloves, disinfectant, green cloths
- *Assist children who can climb to move up onto the change area using the steps. For children who cannot climb, observe safe handling practices
- *Always wear gloves when changing a nappy
- *Place any soiled clothing into a sealed plastic bag.
- *Remove nappy
- *Clean child's bottom with a nappy wipe

- *Remove gloves by peeling them back from your wrists over the nappy and dispose of it in bin. Do not let your skin touch the outer contaminated surface of the gloves.
- *Put on clean nappy and dress the child
- *Remove the child from the bench, by either lifting off an infant, or encouraging a walking child to climb down the stairs.
- *Clean the change mat with disinfectant and green mats.
- *Wash the child's hands and your hands
- *Record the time of change on the toileting sheet and signed by witness

Toileting Routine:

- *Always wear gloves when assisting a child on the toilet
- *Assist the child in undoing clothing and getting on toilet seat or potty
- *Assist the child in wiping their bottom
- *Assist the child to flush the toilet
- *Remove gloves and dispose of them in the bin
- *Assist child in putting clothes back on
- *Wash child's hands
- *Wash your own hands thoroughly
- *Record toileting details on toileting sheet and signed by witness

Legislation:

Education and Care Services National Law Act 2011
 Education and Care Services Regulations 2011 (amended 2013)

References and useful websites

Healthy practices in childcare centres

www.cyh.com.au

www.earlychildhoodaustralia.org.au

www.childhood.org.au

www.parenting.sa.gov.au

www.raisingchildren.net.au

Chairperson
Governing Council
20.....

Director
Peterborough Community Preschool
and Rural Care Service.

Adopted: October, 2010
Review Date 20.....