Nappy Changing and Toilet Training Policy

Aligned with EYFS (2024), KHDA Guidelines, and Health & Safety Standards

- Policy Number: WWN/HY/2025
- Policy Owner: Nursery Manager
- Date Adopted: 01 September 2025
- Review Date: 01 September 2027
- Responsible Person: Health & Safety Officer / Class Lead / SENCO (where applicable)

1. Purpose of This Policy

To ensure that all children in nappies or undergoing toilet training are cared for in a safe, hygienic, respectful, and developmentally appropriate manner. We aim to:

- Maintain children's dignity and privacy.
- Support independence and self-care in line with EYFS milestones.
- Promote health and wellbeing through strict hygiene procedures.
- Ensure staff follow safe and inclusive practices, particularly for children of determination.

2. Nappy Changing Procedures

2.1 Staff Responsibilities

- Only designated and trained staff change nappies.
- Two staff members are present within visibility, though privacy is respected.
- Staff must record every nappy change in the nappy chart/log with time, staff initials, and notes (e.g., soiled/wet/healthy skin condition).

2.2 Hygiene and Safety Protocol

- Gloves and aprons must be worn and disposed of after each child.
- Changing mat must be cleaned and disinfected after every use.

- Child's own nappy creams (labelled with the child's name) must be used, with prior parental permission.
- Soiled nappies are double-bagged and disposed of in closed-lid sanitary bins (emptied regularly).

2.3 Safeguarding and Privacy

- Each child is treated with dignity and respect—staff use the child's name, explain what is happening, and encourage comfort and cooperation.
- Children are never left unattended during a nappy change.
- Staff report any signs of rashes, bruises, or unusual marks to the Designated Safeguarding Lead (DSL) immediately.

3. Ambition for toilet training Training and Practice

3.1 Ambition

We aim to develop independent toileting skills in a supportive, non-pressured way, aligned with developmental milestones and individual readiness. Toilet training is seen as a learning opportunity that supports:

- Physical development (e.g., bladder and bowel control)
- Emotional development (e.g., self-esteem, autonomy)
- Personal and Social development (e.g., body awareness, routine)

3.2 Age and Readiness

- Most children begin toilet training between 2 and 3 years (Toddler 2 class), but we recognise individual differences.
- Signs of readiness include:
    - Staying dry for longer periods
    - Awareness of wet/soiled nappies
    - Expressing interest in using the toilet
    - Imitating toileting behaviour
- Toilet training may start earlier or later based on:
    - Child's developmental profile
    - Cultural preferences
    - Parental input
    - Additional needs (monitored by SENCO)

3.3 Procedure

- Toilet training is done in partnership with parents, with a shared plan agreed upon.
- Child-friendly toilets and potties are available at the child's height.
- Staff encourage and praise effort, not just success.
- Accidents are treated calmly and discreetly.
- Clothes soiled during the day are double-bagged and sent home with a note.
- Toilet training routines are documented in the child's learning record and discussed during parent meetings.

4. Inclusive and Developmentally Appropriate Practice

- Children of determination or those with medical needs receive individual toilet care plans, developed with the SENCO, family, and healthcare providers.
- Visual aids, toilet routine charts, and adaptive tools are used where required.
- Children are never disciplined for accidents—emotional wellbeing and resilience are prioritised.

5. Parent Communication

- Daily updates are shared via nappy/toilet log and face-to-face handovers.
- Parent consent is obtained for:
    - Use of personal creams
    - Initiating toilet training
- Parents are encouraged to:
    - Dress children in easy-to-remove clothing
    - Mirror routines at home
    - Communicate changes in the child's toileting habits

6. Staff Training

- All staff are trained annually in:
    - Safe nappy changing procedures
    - Toilet training support strategies
    - Infection control and hand hygiene
    - Safeguarding in intimate care situations

7. Linked Policies

- Safeguarding, Wellbeing and Health & Safety Policy
- Inclusion and SEND Policy
- Behaviour and Positive Relationships Policy
- Parent Partnership Policy
- Teaching, Learning and Assessment Policy