

Personal Care including Nappy Changing



Aim

The statutory framework states that “*Personal care includes helping a child, for reasons of age, illness or disability, with eating or drinking, or in connection with toileting, washing, bathing and dressing*”. At Lake View Nursery, the health, safety, and dignity of all children are of paramount importance. This policy outlines the correct procedures for nappy changing, the use of PPE during personal care, cleaning of toilet/nappy change areas, and recording nappy changes to ensure a consistent and hygienic approach.

At Lake View Nursery, we recognise that personal care plays a key role in keeping children safe and healthy. Personal care tasks may include, but are not limited to:

- Nose wiping
- Nappy changing
- Changing after an accident or messy play
- Changing following first aid – this may involve blood or vomit
- Applying creams

In the nursery environment, personal care tasks are heavily interwoven into the daily routine of both older and younger children. We understand that this is a delicate time during which privacy and respect are paramount. Meaningful interactions during this time can help to lay the foundations for children to have positive attitudes and understanding of their own bodies. This is also a key time for instilling early values surrounding consent.

Prior to any personal care being carried out, staff will communicate with the child to ensure they are aware of what is about to happen. This may be different for children of varying ages. Staff should always approach within the child’s line of sight so that they are clearly visible to them, explaining what is happening, e.g. “It’s time to change your nappy now! Let’s go and find your things”.

There may be occasions on which a child does not want to go to one staff member and is more comfortable with somebody else. A child’s wishes will be respected as much as possible if this is the case, with staff swapping roles to accommodate this. New staff will not be asked to carry out any personal care tasks if there is the option for a staff member that the child knows better to carry out the task instead. New staff will spend time getting to know the children first. If a staff member needs to check a child’s nappy to see if it needs changing, this will be done sensitively, considering the child’s feeling and the potential for embarrassment.

Nappy/Toileting Changing Procedure

1. Preparation:

Lake View Nursery Ltd

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- Ensure all necessary items are ready before starting, including clean nappies, wipes, nappy cream (if required and with parental permission), disposable gloves, and aprons.
- Clean the nappy change area with antibacterial spray before drying it down with a paper towel. This must be done after EVERY nappy change.

2. PPE (Personal Protective Equipment):

- Staff must wear disposable gloves and a disposable apron for nappies and soiled clothing changes. Gloves must be changed for every nappy/soiled change. Apron to be changed if needed.

3. During Nappy/Clothing Change:

- Talk to the child throughout the process to provide comfort and reassurance.
- Wipes to be used for any soiled accident (wet or faeces).
- Dispose of the used nappy in the designated nappy bin immediately. Soiled nappies must be in a nappy sack before disposed of.
- Soiled clothes will be put into a nappy bag and sent home in the child's bag. This will be communicated to the parent at the end of the session so that they know to remove any soiled clothing. Any child, regardless of their age, will be clearly communicated with throughout any personal care process.
- If a child's clothing becomes heavily soiled with faeces, staff will, if possible empty the remains into the toilet and the clothing will be double bagged. Under no circumstances can the clothing be laundered at nursery. If children are in nursery spare clothing, this must also be sent home to wash.
- If any cushions/blankets become soiled, please bag this up separately and let management know so they can wash this on it's own on a hot wash.

4. After Nappy/Clothing Change:

- Remove gloves and apron, dispose of them in the designated bin, and encourage children in the older rooms to wash hands thoroughly with soap and water.
- Record the nappy change in the child's individual record, noting the time and any observations (e.g., nappy rash, unusual stools).
- Once finished, staff member must wash their hands thoroughly with soap and warm water.

5. Safety and Supervision:

- Only staff with a valid DBS check are permitted to change nappies/clothing.
- The door to the nappy-changing/toilet area must remain open, or another staff member must be present in the vicinity for safeguarding purposes.
- Under no circumstances should a second practitioner (including Room Leaders or the DSL) be asked to examine a child's private areas during nappy changing or personal care. If a member of staff identifies a concern or injury, this must be recorded accurately and in detail in line with safeguarding procedures. A second

practitioner must not be brought in to view or verify the concern. This applies to all observations, including nappy rash.

Cleaning Potties

1. After Each Use:

- Empty the contents of the potty into the toilet before spraying the potty with an antibacterial spray and then allow it to air dry or dry with disposable paper towels.

2. Storage:

- Store cleaned potties in a designated area, ensuring they are not in contact with soiled nappies or waste.
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Applying Creams

- Hands to be washed before and after applying creams, or disposable gloves to be worn and disposed of each time.
 - When applying suncream to children:
 - Be mindful to wash hands or change gloves in between applications where needed.
 - Pay attention to circumstances such as different brands, potential skin conditions, cuts, or risks of infection spread.
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Nose Wiping

- Use a tissue and dispose of it straight away.
 - Disposable gloves to be worn or hands washed/sanitised straight after.
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