



POLICY: **Nappy Changing**

Links:

Regulations; HS1, HS3, HS12, HS13, HS14, HS30, PF2, PF12, PF18, PF25  
Reg 45, 46

Rationale & Objectives:

Lumsden Kindergarten has specific procedures for nappy changing so that there is no risk of infection being spread amongst children and kaiako, and so that each child is treated with dignity and respect during nappy changing times.

Babies and toddlers need to be kept dry and clean for the maintenance of physical and emotional well-being. Changing nappies needs to be done in a way that keeps both caregivers and children safe while maintaining the child's dignity.

Procedures:

- **GLOVES TO BE WORN AT ALL TIMES & CHANGED BETWEEN CHILDREN**
- All children to be treated with respect & dignity at nappy changing times
- All nappy changing occurs in the nappy changing area.
- We always keep one hand on the child being changed.
- We wash and dry our hands between each nappy change, then clean the nappy changing surface with disinfectant that has 0.5% sodium hypochlorite in it.
- All nappies and gloves are disposed of in the special bin supplied.
- There is a schedule for nappy changing. Kaiako regularly check that the children are dry and clean.
- Our procedure for the changing and disposal of nappies is displayed near the nappy changing facilities and consistently implemented.
- The person who changes a nappy records details of nappy changes on the nappy changing chart.
- If any rash, marks, are seen or the child complains indicating they are sore or uncomfortable this will be added to the comments on the nappy changing chart and parents informed.
- Parents who choose to use reusable nappies will be informed they must have liners – either disposable or reusable
- Kaiako rinse soiled clothes and place them in a plastic bag ready for collection by parents.

- Soiled clothing will be double bagged and labelled on the bag as soiled, so parents have warning and tied to the outside of the child's bag.

#### **Washing Sick & Soiled Children**

- Collect nappy/underwear and change of clothing for child.
- Ensure change mat is clean if needed.
- Place child on mat if needed.
- Change nappy/underwear and clothes.
- Put nappy, wet wipes and the gloves in the disposable nappy container.
- Wash the child with warm soapy water if needed in shower or bathing sink.
- Place wet/dry clothing into a plastic bag and tie onto child's bag.
- Dress child then help them ease back into an activity.
- Record child's name, time and kaiako who changed them.
- Spray and wipe down changing mat after each child.
- Disinfect and wipe down basin after each child.
- Wash hands after the above procedure.

#### Implementation:

The Centre manager, with the support of the Tokihi leaders, check regularly that all kaiako and parents comply with the policy, provides training where necessary and ensures records are kept and the area remains hygienically clean.

Philosophy: *'trusting relationships'*

Policy Developed: June 2017

Reviewed: June 2018, July 2019, August 2020, Sept 2021, Dec 2022