



Nappy Changing and Toileting Policy

Nappy Changing

- Children wearing nappies will be changed at regular intervals throughout each session to keep them comfortable and avoid nappy rash.
- We provide children with nappies, wet wipes and petroleum jelly during the sessions they attend if these are chosen as an opt-in during registration.
- Parents who opt out will be required to provide their own Nappies, Wipes, Nappy bags and creams each session that is attended.

Nappy Procedure

- Get nappies, wipes, creams and nappy sack ready.
- Put apron on.
- Put gloves on.
- Get the child you are changing.
- Ensure child is safe on mat. Never leave a child unattended on the mat.
- Remove nappy and dispose of in nappy bin.
- Clean using Grove Villa or child's own nappy wipes and dispose in nappy bin
- Put clean nappy on.
- Remove child from mat.
- Spray mat and wipe down with paper towels.
- Remove apron and gloves and dispose in the nappy bin.
- Wash hands.
- Record on Tapestry and nappy sheet.

Toilet Training

All Grove Villa staff are experienced in helping parents decide if their child is ready for toilet training. Please do not hesitate to ask for advice or support. The toilets at the nursery are miniature children's toilets. Children are encouraged to use the toilet and potties available if preferred. Good hygiene practices are always followed at the nursery, and the children are shown how to use the toilet and how to wash their hands each time they have used the toilet. 'Accidents' will be dealt with calmly, sympathetically and in a way which does not make the child feel they have done anything wrong.



This policy was adopted on 1/09/25	Signed on behalf of the nursery L Wolstenholme	Date for the next policy review 01/09/26
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We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

No child will be potty trained until fully settled and secure within the nursery environment.

Potty training will not be introduced at nursery until it is fully established at home, and the child is using the potty/toilet confidently.

Children will be encouraged not forced.

Each child will be individually monitored, and parents will be informed of the child's progress.

Initially your child will slowly be encouraged to use the toilet/potty at home. If your child successfully uses the toilet on a regular basis and is beginning to understand when they feel they need to go, only then will parents request potty training to begin at nursery.

During the transitional period, it is paramount that each child's self - esteem and confidence remains high.

A record of each nappy change will continue to be logged on the nappy changing sheet. Children training will be gently encouraged to sit on the toilet/potty every time they are changed.

Once they are ready, children will transfer from nappies to underwear (or pull-ups if necessary) and escorted to the toilet regularly.

We will ask you to ensure there is always 3 full sets of spares, labelled clothes in your child's bag in case your child needs to be changed on more than one occasion. (the nursery will not accept responsibility for unlabelled lost items).

Parents will be asked to dress their children in sensible clothing, easy to take on and off independently, no dungarees, belts or tricky buttons.

Children will be reminded to go to the toilet every 20-30 minutes by a member of staff, and a record will be kept on their toileting throughout the day.

Accidents will be dealt with sensitively, although children will be encouraged to undress and redress themselves, staff will be there to offer support and offer reassurance.



If your child is in underwear and has persistent accidents (3 or more) in one day, we will put a pull-up or nappy back on them to save further upset, anxiety and stress for your child.

If persistent accidents continue, we will advise that you may need to delay potty training for a short while and resume at a later date.

Staff will always give positive praise and encouragement after each visit to the toilet.

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This Policy is effective from: 18/03/23 until further notice

I have read and been informed about the content, requirements, and expectations of the **Nappy Changing and Toileting Policy** for employees at Grove Villa Childcare.

I have received a copy of the **Nappy Changing and Toileting Policy** and agree to abide by the policy guidelines as a condition of my employment and my continuing employment at Grove Villa Childcare.

I understand that if I have questions, at any time, regarding the **Nappy Changing and Toileting Policy**, I will consult with my immediate manager.

Please read the **Nappy Changing and Toileting Policy** carefully to ensure that you understand the policy before signing this document.

Full Name	Signature	Date



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