



# Lime Tree Primary Academy

BRIGHT FUTURES EDUCATIONAL TRUST

## Tree Tots – Nappy Changing Procedure

**This procedure has been written in order to ensure high levels of hygiene and respect for the children in our care, in line with the Early Years Foundation Stage statutory requirements:**

- Staff will ensure they have all the equipment needed before each nappy change.
- Younger or lighter children will use the changing station in the bathroom and In the event of older or heavy children they will use the steps leading to the changing mat
- A disposable apron must be worn whilst changing nappies.
- Fresh gloves must be worn for every nappy change.
- Staff must use the child's nappies that have been provided by the parent (wipes are provided by the Setting, if parents request a brand or a specific type they must provide own wipes)
- Parents are able to bring in non-prescribed creams for nappy rash. (Creams must be in original packaging) creams such as Sudacrem, Bepanthen and Metanium can be administered.
- When changing a nappy all staff are aware in making sure that they clean from front to back to avoid any cross contamination/infection.
- Soiled nappies are placed in a nappy sack and put in the nappy bin provided, wet nappies are also placed in the bin provided.
- After each nappy change the changing mat is sprayed with an anti-bacterial solution and wiped clean/dry with disposable paper towels.

### **NOW WASH YOUR HANDS!!**

- Nappy changes to be recoded so information can be shared with parents.
- The nappy bin is regularly emptied.
- The changing area is cleaned thoroughly every morning.