

## **Safeguarding and Welfare Requirement: Health**

Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies.

### **6.4 Personal Care Policy**

#### **Policy statement**

No child is excluded from participating in Begbroke Playgroup who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

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. The playgroup will share policy and procedures for dealing with children's general toileting needs with parents or carers. It is important that there is a positive dialogue between home and playgroup about strategies in use with the child so that these can be reinforced as appropriate.

#### **Toileting or clothing change**

##### **Procedures**

- ☞ Our changing area is hygienic, with a safe area to lay children and no bright lights shining down in their eyes. There are mobiles and other objects of interest to take the child's attention.
- ☞ Each child has their own bag to hand with their nappies, pull ups or pants and changing wipes.
- ☞ Our staff put on gloves before changing starts and the areas are prepared.
- ☞ All our staff are familiar with our hygiene procedures and carry these out when changing nappies or clothing
- ☞ Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- ☞ We are gentle when changing; we avoid pulling faces and making negative comments about 'nappy or pants contents'.
- ☞ We do not make inappropriate comments about children's genitals when changing their nappies or pants.
- ☞ In addition, we ensure that nappy/pants changing is relaxed and a time to promote independence in young children.
- ☞ We encourage children to take an interest in using the toilet.

- ☞ We encourage children to wash their hands, and have soap and hand dryer to hand.
- ☞ Older children access the toilet when they have the need to and are encouraged to be independent.
- ☞ We dispose of nappies and pull ups hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home.
- ☞ We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.
- ☞ The child's Key Person or Key Buddy is responsible for changing their Key child.

## **Sleep and Rest**

- ☞ Playgroup children can get very tired during the day and NEED the opportunity to rest/sleep within the playgroup day.
- ☞ Every child's needs are different so we provide flexibility and opportunities for children to take rests and naps as they need and desire.
- ☞ It is VERY important that young children get ALL the sleep they need.
- ☞ We respect parental wishes with regard to children's sleep but the welfare of the child is always paramount.

## **COMFORTERS AND COMFORT BLANKETS**

- ☞ 2.1 Comfort blankets and soft toys are most welcome for they bring enormous comfort and reassurance to small children especially when they are new to the playgroup and during rest and sleep times. PLEASE NAME THEM.

## **STAFF**

- ☞ 3.1 Staff are fully aware of the fact that children need to rest and sleep.
- ☞ 3.2 Staff appreciate that children have individual needs and routines which vary as they grow and develop
- ☞ 3.3 Children are encouraged to indicate and say when they are tired and need to rest and are also encouraged to take a rest or nap during certain times of the day.

## **PARENTS' WISHES**

- ☞ 4.1 The preferences and wishes of parents are always valued and respected and staff work closely with them to ensure each child's individual needs are carefully met.
- ☞ 4.2 Some parents prefer their children to only have a short sleep - fearing that it infringes on their night time sleep and this will be taken into account PROVIDED it is also clearly in the child's best interests.

This policy was adopted by	Begbroke Playgroup	
On		date
Date to be reviewed		date
Signed on behalf Begbroke Playgroup		
Name of signatory		
Role of signatory		