



Dolce Casa Montessori

Nappy Changing and Toileting Policy

At Dolce Casa Montessori, we recognise that intimate care routines such as nappy changing and toileting are an important part of children's daily wellbeing, dignity, and development.

Children are supported by familiar, trusted adults wherever possible, and intimate care is carried out in a respectful, calm, and child-centred manner, taking account of each child's individual needs and stage of development.

We are committed to safeguarding children and staff at all times and ensuring that intimate care routines are carried out safely, sensitively, and professionally.

General Principles

- Children are never left unattended during nappy changing or toileting.
- Intimate care is carried out by employed staff with an enhanced DBS check only.
- Children's privacy and dignity are respected at all times.
- Staff work transparently and supportively with colleagues to safeguard both children and themselves.
- Intimate care routines are recorded accurately and shared with parents/carers.

Environment and Preparation

- Nappy changing and toileting areas are clean, hygienic, and fit for purpose, and are segregated from food preparation areas.
- All equipment is prepared in advance and kept within easy reach.
- No personal mobile phones or devices are permitted in bathroom areas.
- Cleaning products and wipes are stored safely out of children's reach.
- The changing area is kept tidy at all times; supplies stored within staff reach but out of children's access. Any spillages or wet surfaces are cleaned up immediately.

- Soiled disposable nappies, aprons, gloves and waste are disposed of in a lidded bin after every change. Non-disposable nappies are double-bagged, sealed and returned to parents for laundering.

Nappy Changing Procedure

When changing a child's nappy, staff will:

- Wash hands, put on gloves, and wear a designated bathroom apron
- Ensure the child is positioned safely on the changing mat or unit; fasten the changing table safety belt and maintain continuous physical contact with the child throughout, even when the belt is in use
- Interact with the child throughout, using calm and reassuring language
- Clean the child thoroughly using products agreed with parents/carers
- Check for any signs of nappy rash, marks, or concerns and report these to the Manager or Designated Safeguarding Lead
- Apply nappy cream only where permission has been given
- Avoid lifting the child by the ankles; encourage the child to assist where developmentally appropriate or use safe rolling techniques
- Replace the child's clothing and return them to their room
- Clean and sanitise the changing area after each use
- Remove gloves and apron before returning to the room
- Wash both the child's and practitioner's hands thoroughly

All nappy changes and intimate care routines are recorded on the nursery's recording system.

Monitoring and Comfort

- Children's nappies are checked regularly throughout the day to ensure comfort.
- Nappies are changed promptly when wet or soiled.
- Additional checks take place before collection to ensure children leave the setting clean and comfortable.
- Any clothing changes due to accidents or leakage are recorded and shared with parents/carers.

Leaving a child in a wet or soiled nappy is not acceptable practice and is treated as a safeguarding concern.

Toileting and Toilet Training

- Children have free access to toilet facilities appropriate to their age and stage.
- Children are never asked to delay using the toilet.
- Toilet training is supported in partnership with parents/carers and in line with the child's readiness.
- Where possible, children are encouraged to use child-sized toilets rather than potties. Potties are only used where no suitable alternative is available.
- All toilet visits for children who are toilet training are recorded.
- Children are supported sensitively following accidents and changed promptly.

Parents/carers are signposted to trusted guidance such as:

- NHS toilet training advice
- ERIC – The Children's Bowel & Bladder Charity

Children with Additional Needs

- Toilet training for children with SEND is supported through partnership with parents/carers and relevant professionals.
- Care plans and strategies are followed consistently to meet the child's needs.

Privacy, Dignity, and Respect

- Children are encouraged to respect their own and others' privacy.
- Toilet cubicles are used one child at a time.
- Children are supported to manage clothing appropriately before leaving the bathroom area.
- Staff avoid negative language or comments at all times.

Hygiene and Handwashing

- Children are encouraged and supported to flush the toilet and wash their hands.
- Staff wash their own hands and support children to wash theirs after all toileting and nappy changes.