

# Cockton Hill Infants' School

## Nappy and Soiled Clothes Changing Policy



**Headteacher: Tom Cuthbertson**  
**Chair of Governors: Bob Woods**

	<b>Date</b>	<b>Name</b>	<b>Position</b>
<b>Written By</b>		Tom Cuthbertson	Head Teacher
<b>Reviewed</b>	23/6/2026	Tom Cuthbertson	Head Teacher
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## **Introduction**

No child is excluded from participating in our setting 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 make necessary adjustments to our bathroom provision and hygiene practice 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. We will enable a two-way exchange between parents and key persons so that information is shared about nappy changing and toilet training in a way that suits the parents and meets the child's needs. Parents will be engaged in the process of potty training and supported to continue potty training with their child at home.

All children can have toileting accidents from time to time and have the right to be cleaned and changed with respect and care. This policy outlines the operational procedures for managing these needs safely, working alongside our primary Intimate Care Policy.

## **Daily Routines & Dignity**

Young children who are in nappies or 'pull-ups' will have them checked regularly during the nursery session and changed immediately if wet or soiled. Young children should not be left for long periods in wet or soiled nappies/'pull ups' in the setting; settings have a strict 'duty of care' towards children's personal needs. Children who are undergoing toilet training will be reminded to go to the toilet at regular intervals during the nursery sessions and over the lunchtime period.

Unless there is a medical reason, children attending nursery should wear pants as soon as they are comfortable with this and their parents agree.

Changing areas are warm and equipped with safe changing mats or tables for young nursery children. For older infant children (aged 5–7) who experience an accidental wetting or soiling incident, changes will be conducted in a private, standing toilet facility to support their personal dignity and growing independence.

Each child should bring their own nappies and wipes, or a change of underwear to nursery/school in a named bag. The school will maintain a small emergency backup supply of clean underwear and wipes.

## **Operational Hygiene & Infection Control Procedures**

All staff are familiar with the hygiene procedures and carry these out when changing nappies or soiled clothing.

Staff changing nappies or assisting with a clothing change will:

- Ensure they have all the equipment they need, including skin care products with prior parental consent, and access to running water before each change starts.
- Use a new disposable apron and pair of gloves for each individual change, and always wash hands before and after using gloves.
- Roll disposable nappies and pull-ups inwards, sealing all waste inside the nappy. The nappy and used wipes must be placed immediately into a nappy sack and disposed of directly into a dedicated, foot-operated clinical waste bin. Staff must never shake or flush faeces into the toilet, as this creates an airborne infection risk.

- Place wet or soiled underwear/clothing directly into a plastic bag, tie it securely, and place it into the child's personal bag to be sent home. To maintain strict hygiene standards and prevent cross-contamination, staff will not rinse or wash soiled clothing by hand.
- Clean, disinfect, and dry changing mats thoroughly after each nappy change using an approved anti-bacterial spray; disposable towels/roll must be discarded after each change.

### **Fostering Development & Independence**

Staff should ensure that changing is relaxed and used as a time to promote independence in young children. Staff are gentle when changing; they avoid pulling faces and making negative comments about the 'contents' of a nappy or soiled clothing.

Young children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet. Children access the toilet when they have the need to and are encouraged to be independent.

They should be encouraged to wash their hands and have soap and towels to hand. Handwashing will be taught as a thorough 20-second hygiene routine using running water and liquid soap.

Recording: All instances of nappy changing, or assistance provided for a clothing change due to an accident, must be recorded in the school's secure Intimate Care Log, noting the time, reason, and the name of the staff member responsible.