



BARNFIELDS EXTRA

Barney Bears Nursery

Self-care and Toileting Policy

At Barney Bears Nursery we have developed this policy to ensure the personal care and dignity of young children is promoted within the setting, guidance on safeguarding children and staff is also incorporated. This policy supports the principles of Every Child Matters (2004), the Disability Discrimination Act (2001) the subsequent Disability and Equality Act (2010) and SENDA 'Special Educational Needs and Disability Act' (2001). Following the implementation of these acts an increasing number of children with disabilities, developmental delay, medical needs and 'young' children are included in early years settings. These children may require assistance with toileting or require nappy changing.

Regardless of age the setting will make 'reasonable adjustments' to support them. **These children have an educational/care entitlement irrespective of their difficulties with toileting.**

Health and Safety

Barney Bears is responsible for safeguarding the health and safety of both the children and staff. Staff are fully trained on Safeguarding and Child Protection issues and are inducted on the correct procedures for hygiene and changing at Barney Bears. All staff have a current DBS. Staff will be trained to meet the needs of individual children where required. This could include medical conditions, physical needs or lifting and handling. Risk assessments and personal care plans will be completed where required.

Child Protection

The normal process of changing a nappy should not raise child protection concerns, and there are no regulations that indicate a second member of staff must be available to supervise the nappy changing process to ensure that abuse does not take place. Few settings will have the staffing resources to provide two members of staff for nappy changing and DBS checks are carried out to ensure the safety of children with staff employed in childcare and education settings.

Jeannie Carlin, Council for Disabled Children 2005 (Including me: managing complex health needs in schools and early years settings, pg 75)

Staff will always inform others when changing a child, the area is accessible but quiet for the child's privacy and if staff have any level of concern about

another colleague changing a child, regarding child protection, the usual Safeguarding procedures will be followed. (See Safeguarding Policy)

Parents as Partners

Parents play a key role in effective toilet training and staff at Barney Bears will support parents where necessary. Prior to entry, during the transition period, toileting issues will be discussed and staff can offer support to parents in establishing toileting routines where necessary. We ask parents to share any toileting preferences or routines already in place and any cultural differences. If a child is still in nappies staff will support the parents and the child when they are ready to begin toilet training and provide guidance if required. Staff will work with parents to ensure a consistent approach to toileting. Children will be treated with respect, dignity and sensitivity. Staff will discuss individual needs with parents and keep them informed of their child's time at nursery with regard to toileting and changes. Some children may require more specialist care or support. If so this will be discussed with parents and a personal care plan will be put in place to support both the child and parents.

Staff Responsibilities and Routines

Children will never be left wet or soiled. Children will be change immediately and not at a specific 'nappy changing' time. The child's key worker will usually change your child, a member of staff the child is comfortable with and trusts. Cover staff and new members will not change a child. Children will be changed in the cloakroom, a safe, quiet location that protects the dignity of the child without compromising staff. The member of staff changing your child will inform other staff they are doing so. This will be documented in our 'changing diary' where the details are recorded and the member of staff changing signs the book. Staff will encourage children who are developing their toileting skills with regular reminders and support, some children can be anxious about having 'accidents' but will usually respond to praise and encouragement. Staff will build confidence in the children and promote self-esteem, making no fuss over accidents dealing with them quickly and calmly. Some children will need clear communication or visual support to indicate the intention of nappy changing time. Staff will use appropriate language for body parts and functions and encourage the children to use these terms appropriately too.

Resources and Facilities

A changing mat is used with paper roll for your child to lie on to reduce the risk of cross infections. It is acceptable for the child to stand whilst being changed if they wish to do so. This method may not be appropriate if the child is soiled. Staff will wear disposable aprons and gloves. Staff will only use a previously agreed method of cleansing on your child and wipes are named. A dedicated foot operated bin is used for disposal of nappies, gloves and aprons. Nappies are double bagged before being put in the bin. Any wet/soiled clothes will be appropriately bagged for parents to take home. Barney Bears asks that children bring spare underwear and clothes should such accidents arise but the setting has its own collection of spare clothes to lend out too.

Parents of children in nappies are asked to have a bag containing nappies and wipes/preferred cleaning products. During the induction period the child's key worker will discuss any allergies or self-care requirements. If creams are required a care plan will be completed.

Staff will use antibacterial spray to wipe down the changing area/potty and both the member of staff and child will wash their hands using the sinks in the toileting area. This is to prevent cross contamination and staff will not use sinks that food is prepared in. The toilet facilities are cleaned on a daily basis, with floors disinfected too. The cloakroom has a fitted air sanitizer. If accidents occur the area is cleaned by a member of staff using disinfectant and a dedicated mop and bucket. Soiled areas are cleaned by the caretaker Barney Bears has toilet facilities for small children, boys and girls toilets with low level sinks. A potty/toilet seat is available if children need to use supporting the transition to the toilet.

General Self care

All children are encouraged to become independent and able to manage their own self care skills when ready to do so. The facilities allow for this skill to be developed and children can access the toilet/hand washing facilities whenever they need to do so. During the settling in period children are supported on how to use the facilities and discussions are held in key group times about toileting, general hygiene and the rules we have in the toileting areas. Staff support hand washing and drying and children will wash their hands prior to eating, before any food activity, after toileting and when engaged in any messy play. Posters and labels are used as visual aids and children with additional needs will be supported.