**6.4 Nappy changing / Toilet Training**

**Policy statement**

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 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.

**Procedures**

* We encourage young children from two years to toilet train as soon as they are comfortable with this and if their parents agree.
* Our key persons undertake changing children in their key groups; back up key persons change them if the key person is absent
* Our changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes.
* Each child has their own drawer to hand with their nappies or pull ups and changing wipes.
* We put on gloves and aprons on before changing starts and the areas are prepared. All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
* 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 contents’.
* We do not make inappropriate comments about children’s genitals when changing their nappies.
* In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
* We encourage children 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.
* We encourage children to wash their hands, and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
* We do not use anti-bacterial hand wash liquid or soap for young children; young skin is quite delicate and anti-bacterial products kill off certain good bacteria that children need to develop their own natural resistance to infection.
* 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. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and 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.
* When a parent wishes to start the toilet training procedure, the family key person will meet with the parent / carer and discuss parental expectations.
* The key person will give the parent NHS leaflets and advise on the full procedure of toilet training.
* Following this meeting, parents / carers will be asked to start the toilet training procedure for a minimum of a 2 day block period.
* Children will be put on an hourly toilet training plan, this will be recorded for parents to see a clear pattern of progress.
* If the child shows any sign of anxiety over toilet training or continues to have multiple accidents during the hourly plan, the key person will meet with the family to review and discuss appropriate next steps.
* Children will always be encouraged to toilet independently once they show signs of being confidently toilet trained.

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| This policy was adopted by | Leyland St James’ Wrap around club | *(name of provider)* |
| On | 07.03.18 | *(date)* |
| Date to be reviewed | 17/07/2019 | *(date)* |
| Signed on behalf of the provider |  |
| Name of signatory | Debbie Gillibrand |
| Role of signatory (e.g. chair, director or owner) | Manager |