



Nappy changing & Toilet Training Policy

Safeguarding and Welfare Requirement: Health

Providers must ensure there are suitable hygienic facilities for toilet training children.

Statement of Intent

Cocoon in Margate welcomes children from 12 months old, children will usually go over toilet training while attending our setting. We work together with parents and support children during this process. We ask parents/carers, whenever possible, to do toilet training at home and once established give us an update and we can continue with what has worked at home for the child.

Parents are asked beforehand to provide enough nappies, creams and wipes for each session that their child attends. The children's nappies will be kept in named bags.

Nappies are often checked and changed throughout the sessions as required.

At Cocoon in Margate 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. All children are free to go to the toilet at any time during the session with a member of staff to help if needed. Staff will be working with parents towards training children when they are ready.

Encouragement of independence at Nappy changes and Potty/Toilet trips.

At Cocoon in Margate we encourage children's development of independence in all areas. Nappy changes and toilet trips are a great opportunity for children to use their independence skills (each child develops independence skills at different times and staff is aware what child can or cannot do certain things).

During nappy changes and toilet training children are guided and supported by staff to develop skills such as taking their own trousers, knickers/pants and nappy pull ups off, pulling their pull up nappy up or knickers/pants and wear their clothes back on.

We follow our key principle to help children only with the necessary and Montessori's quote/saying "Let me help you do it by yourself". Parents/carers are encouraged to support independence and follow these principles during nappy changing and toilet training at home.

In order to ensure high standards of care and safety the following guidelines must be followed:

- Only persons with a suitable Disclosure and Barring service (DBS) clearance will be allowed to change or toilet-train children.
- All members of staff will inform another member of staff in the setting prior to taking a child to be changed or to use the toilet.
- Careful consideration is given as to how many staff might need to be present when a child or young person needs help with intimate care.

- If two members of staff are present to assist with intimate care procedures that they do not talk over the child or young person.
- The changing area is warm and safe.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies or clearing toilet accidents.
- Staff ensures that nappy changing is relaxed and a time to promote independence in young children.
- Young children are encouraged to take an interest in using the toilet.
- Children are encouraged to wash their hands and have soap and paper towels to hand.
- Staff are gentle when changing; they avoid negative facial expressions or making negative comments about “nappy contents”.
- Nappies or pull-ups are disposed of in a tied nappy bag, that is then placed into the secure nappy bin and emptied at the end of each day.
- If young children are left in wet or soiled nappies/clothes whilst in the setting, this may constitute neglect and will be a disciplinary matter. We have “a duty of care” towards children’s personal needs.
- Every child’s right to privacy is respected.

Nappy Changing Procedure

At Cocoon in Margate we will follow the Nappy Changing Procedure below:

- Staff will access the child’s bag, to ensure they have everything to hand when changing children.
- Gather all the necessary items needed before each nappy change, for example, nappy, wipes, nappy sack, and cream if necessary (each child should have their own named cream and written permission obtained from the parent).
- Wash & dry hands.
- Place the child on a nappy changing mat (on the stand or on the floor when encouraging children’s independence when they are ready to take on certain independent actions, such as pulling trousers up or down etc.)
- Remove the child’s clothing to access the nappy.
- Remove the nappy and place it inside the nappy sack.
- If the child’s clothes are soiled, you should bag them separately and send them home.
- Using the wipes, clean the child from front to back and place the used wipes in the nappy sack. Tie the nappy sack and put it in the nappy bin.
- Apply cream if necessary (see above) and put on a clean nappy.
- Dress the child (encouraging independence when appropriate).
- Help the child to wash their hands if necessary using liquid soap, water and paper towels.
- Wash your hands using liquid soap, water and paper towels.
- Take the child back to their activities.
- Return to the nappy changing area and using anti bacterial spray and paper towels clean the changing mat, surrounding area and underneath the mat before leaving to dry.
- Wash and dry hands.

Toilet Training Procedure

- Always make sure you have everything you need before starting.
- Be aware of the child's independence skills.
- Talk with the child if appropriate, respecting the child's dignity and modesty.
- Encourage/help children flush contents down the toilet.
- Always wash your hands using the anti-bacterial soap provided, encouraging child to wash hands so that good hygiene practices are in process.

Common readiness signs include:

- Pulling at a wet or dirty nappy.
- Hiding to pee or poo.
- Interest in others' use of the potty / toilet, or copying their behavior.
- Having a dry nappy for a longer-than-usual time.
- Awakening dry from a nap.
- Telling you that they're about to go, are going or have just gone in their nappy.

Policy written by: Katia Orendain and Danitza Orendain

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