

Wattle Grove Long Day Care Centre

Nappy Change & Toileting Policy

Aim

Wattle Grove Long Day Care Centre accepts enrolments of children who are not yet toilet trained – and has the appropriate facilities to accommodate these. Educators/staff acknowledge the importance of working closely with families to ensure the needs of the child are met – including any cultural practices staff may need to be aware of. The Approved Provider will ensure that adequate, developmentally and age appropriate toilet, washing and drying facilities are provided for use by children being educated and cared for by the Service. Further, the design of the toilets, washing and drying facilities enable safe use and convenient access by the children.

Legislative Requirements

Education and Care Services National Regulation 2011

Education and Care Services National Law Act 2010

National Quality Standards 2011

[How to Manage Work Health and Safety Risks Code of Practice 2011](#) (PDF, 1048.03 KB).sourced February 2020

Who is affected by this policy?

Child
Educators
Parents

Implementation

Toileting and nappy changing will be carried out at regular intervals throughout the day (or as needed). Children who are in nappies will have details of this recorded in the register kept by the Educators/staff. Staff will also be aware of and accommodate the possible need to maintain privacy when toileting and dressing.

Nappy changing and toileting will only be carried out by staff that have completed a nappy change check, following the nappy changing procedure outline by the National Health and Medical Research Council. At times it may be required that a student carries out the nappy change as part of practical requirements, where an Educator/staff will always be present and monitor this. In addition if a parent is present and helping their child (toileting in the bathroom), an Educator/staff member is required to accompany any other children needing to use the bathroom at the same time.

At all times, appropriate hygiene practices will be maintained, and procedures followed to minimise the risk of infection. Educators/staff will always model and promote healthy hygiene practices and hand washing procedures, discussing these with the children and encouraging the children to follow these practices.

Control measures to stop the spreading of CYTOMEGALOVIRUS (new)

Control measures may include:

- installing hand washing facilities close to nappy changing areas
- washing hands frequently, especially after contact with urine and saliva and after removing disposable gloves
- using disposable hand wipes or alcohol-based hand rub for situations where hand washing facilities are not readily available
- covering cuts with water-resistant dressings
- using disposable gloves for activities that involve contact with urine and saliva
- providing information to workers about CMV risks and work practices to reduce the risk of infection
- purchasing equipment and toys that are easily cleaned
- instructing workers not to kiss children on the mouth and face

- implementing cleaning programs for surfaces and items that are soiled with urine and saliva, including nappy change mats, potties, feeding utensils and toys
- implementing procedures for hygienic nappy changing and the storage and disposal of soiled nappies
- taking steps to prevent urine from spraying into the face of workers if infants pass urine during nappy changing (especially infant boys)
- implementing laundry procedures for linen that is soiled with urine and saliva, e.g. make sure that soiled personal clothing and linen are placed in a sealed bag and sent home with the child for washing
- implementing procedures for cleaning up accidental spills of urine that could occur during toilet training
- relocating workers who are pregnant, or who expect to become pregnant, to care for children aged over two to reduce contact with urine and saliva.

The Approved Provider/ or responsible person will ensure that this policy is maintained and implemented at all times.

Sources

Education and Care Services National Regulation 2011

Education and Care Services National Law Act 2010

National Quality Standards 2011

Staying Healthy in Child Care 5th Edition 2013

Review

The policy will be reviewed every two years unless legislation changes, or a serious incident takes place in the service. Reviews will be conducted by management, employees, parents and any interested parties with 14 days notice provided to implement any changes.

Reviewed: September 2017, March 2018, Jan 2019, January 2020

Date for next review: 2021

Version	Amendment	Dates
02	Regulatory compliance	September 2017
03	Review for staff compliance	March 2018
04	Amendments for cultural practices	January 2019
05	Amendments for pregnant staff	January 2020