

Personal Care and Nappy Changing Policy

Purpose

At EDG Nursery we recognise that personal care routines such as nappy changing, toileting and supporting children during toilet training are an important part of early childhood care.

These routines are carried out with **respect, dignity and sensitivity**, ensuring that children feel safe, comfortable and supported at all times.

Personal care routines also provide opportunities for **communication, independence and emotional reassurance**, and are carried out in accordance with the nursery's safeguarding procedures.

Personal Care Environment

Personal care routines take place in designated bathroom and changing areas within the nursery.

To ensure safety and appropriate supervision:

- **No more than three children should be in the bathroom area at any one time**
- Staff must remain attentive and focused on supervising children at all times
- **iPads, mobile phones or electronic devices must not be used in bathroom or changing areas**

This ensures that staff remain fully focused on children's safety, dignity and supervision.

Nappy Changing Routine

Children wearing nappies will be changed at **regular intervals throughout the day**, as well as whenever required.

Standard changing times are:

- **9:30am**
- **11:30am**
- **2:30pm**
- **4:30pm**

Children are also **checked regularly between these times**, particularly if they show signs that they may have soiled their nappy.

Children who have had a bowel movement will be changed **immediately** to ensure comfort and hygiene.

All nappy changing routines are carried out in accordance with the nursery's **infection control and hygiene procedures**.

Nappy and Wipe Supplies

Parents are responsible for providing **sufficient nappies and wipes for their child's daily personal care needs**.

Parents should provide:

- **a full pack of nappies**
- **one or two packs of wipes**

This helps ensure the nursery can consistently meet children's personal care needs throughout the day.

When supplies begin to run low, staff will notify parents **in writing via the nursery app** so that additional supplies can be provided in good time.

Parents are expected to ensure that nappies and wipes are **replenished promptly**.

EDG Nursery **does not routinely provide nappies or wipes**, and only maintains a **very limited emergency supply**.

If parents fail to provide adequate supplies for their child's personal care, the nursery may be **unable to accept the child into the setting**, as staff must be able to meet children's hygiene and care needs appropriately.

Hygiene and Safe Practice

During nappy changing and toileting routines staff will:

- follow **strict handwashing and hygiene procedures**
- use **protective gloves and aprons**
- clean and disinfect changing areas after each use
- dispose of nappies safely in designated nappy disposal bins

Staff will ensure that children are **never left unattended on a changing mat or in the bathroom area**.

Children's dignity and privacy will be respected at all times while still maintaining appropriate supervision.

Toilet Training and Independence

EDG Nursery works in partnership with parents to support children during the **toilet training process**.

When parents feel their child is ready to begin toilet training, staff will work collaboratively with families to ensure a **consistent and supportive approach** between home and nursery.

Parents should provide:

- plenty of spare clothing
- plenty of underwear
- sufficient wipes and other hygiene supplies where necessary

Staff will encourage children to:

- recognise when they need to use the toilet
- develop independence with dressing and toileting
- wash their hands independently where appropriate

Accidents are a normal part of the toilet training process and will be handled **sensitively and calmly**, helping children to feel reassured and confident.

Partnership with Parents

Strong communication between parents and staff is essential to support children's personal care routines.

Parents are encouraged to:

- inform staff of any changes in their child's toileting routine
- provide sufficient personal care supplies
- respond promptly to requests for additional nappies, wipes or clothing

Staff will keep parents informed of their child's personal care routines and any relevant updates through the **nursery communication app**.

Safeguarding

Personal care routines are carried out in line with the nursery's **Safeguarding and Child Protection Policy**.

Staff remain vigilant to ensure that all personal care procedures are carried out in a **safe, respectful and transparent manner**.

Any concerns regarding children's wellbeing will be reported in accordance with safeguarding procedures.

Toilet Training Guidance

EDG Nursery works in partnership with parents to support children through the toilet or potty training process.

We recognise that **home and nursery are very different environments**. While some children may show readiness at home, the nursery environment includes larger groups of children, shared bathroom facilities and structured routines. For this reason, it is important that parents and staff **discuss toilet training together before it begins** to ensure we are working consistently and supporting the child in the best possible way.

If parents believe their child may be ready to begin toilet or potty training, they should **speak to their child's key person or a senior member of staff**. We will signpost parents to a guidance leaflet that provides practical advice to support a smooth transition from nappies.

Signs of Toilet Training Readiness

Children may begin to show signs that they are becoming ready for toilet training. These may include:

- showing discomfort when their nappy is wet or soiled
- telling an adult when they have done a bowel movement
- attempting to remove their nappy
- showing curiosity about the toilet or potty
- having the language skills to communicate basic needs
- being willing to sit on a potty or toilet

Children should also be developmentally ready to begin recognising the **sensation of needing to go to the toilet** and to communicate this to adults.

Preparing for Toilet Training at Home

Parents can support toilet readiness at home by:

- introducing a **potty or toilet seat** and allowing the child to explore it with curiosity
- talking to children about using the toilet in a relaxed and positive way
- reading **books about potty training**
- watching age-appropriate potty-training videos together
- using correct and simple language for **body parts and toileting routines**
- encouraging children to talk about when they need the toilet

These early steps help children feel confident and familiar with the process before toilet training begins.

Clothing and Practical Preparation

When toilet training begins, the nursery recommends that children wear **knickers or pants rather than pull-ups**.

Pull-ups often feel similar to nappies and can make it more difficult for children to recognise when they are wet. Wearing underwear allows children to feel the sensation of wetness, which helps them develop awareness and learn more quickly.

Parents should also provide:

- several sets of spare clothing
- spare underwear
- wipes and any other personal care items required

Toilet Training at Nursery

Once toilet training begins, staff will support children in developing their independence with toileting routines.

Due to the nursery environment and the number of children we care for, children who are toilet training will be **encouraged to visit the bathroom regularly**, usually approximately every **30 minutes**, as well as at key routine times such as:

- after meals
- after sleep or rest periods
- before going outside

Staff will work sensitively with each child to decide whether they feel **more comfortable using a potty or the toilet**.

Accidents are a normal part of toilet training and will always be handled **calmly and reassuringly**, helping children to feel confident and supported.

Sleep Times and Bladder Control

Children often take longer to develop bladder control during sleep.

Parents should therefore continue to provide **nappies for nap times** until their child consistently wakes from sleep with a dry nappy over a sustained period.

Staff will support children in gradually transitioning away from nappies during sleep once they are developmentally ready.



Age and Expectations

Children typically begin to show readiness for toilet training **around two years of age**, although every child develops at their own pace.

At EDG Nursery we support children to develop toileting independence gradually and **do not expect children to be fully toilet trained until they are developmentally ready**, usually before they transition to school.

Our approach focuses on **encouragement, confidence and positive experiences**, rather than pressure or unrealistic expectations.

Working in Partnership

Successful toilet training relies on **strong communication between parents and nursery staff**.

Before beginning toilet training, parents should discuss their child's readiness with their **key person or room leader**, so that we can agree on a consistent and supportive approach.

By working together, we can help children feel confident, comfortable and successful as they develop this important life skill.