



## 9 – Personal Care, Napping Changing and Toilet Training

*At Roots for Life, we believe that personal care is an essential part of every child's comfort, wellbeing, and development. We are committed to providing inclusive, safe, hygienic, and supportive care for all children, while promoting independence, dignity, and positive hygiene habits.*

### **Inclusion and Approach**

We are inclusive of all children, whether they are in nappies, undergoing potty training, or fully toilet trained.

Staff provide care sensitively and respectfully, maintaining children's privacy, dignity, and comfort.

All personal care interactions are opportunities to support independence, confidence, and positive body awareness.

### **Nappy Changing**

#### **Designated Areas**

Purple Class (younger children): A designated nappy changing area is provided for children who are not yet toilet trained. This area is separate from play spaces and maintained to the highest hygiene standards.

Yellow Class (older children): We usually expect children to be toilet trained and do not have a designated nappy changing area. If a child is unable to be toilet trained for any reason, an individual plan will be created with parents and staff.

#### **Safe Practice**

- Staff wear disposable gloves and aprons for each nappy change.
- Nappy changing surfaces are cleaned and sanitised after each use.
- Used nappies are placed in a designated, lidded bin, which is emptied regularly.
- Staff maintain a calm, friendly, and reassuring manner, avoiding negative comments.
- Records of nappy changes, including time and observations (e.g., rash or discomfort), are maintained.

### **Personal Care (Clothing Changes, Accidents, and Messy Play)**

Children may need support with changing due to:

- Wet or dirty nappies
- Toileting accidents (urine or stool)
- Spillage or messy play
- Wet or soiled clothing

#### **Procedure**

- Children are taken to a discreet, appropriate area (toilet or nappy changing area).

## Health, Safety and Premises

- Staff support children to change independently where possible.
- Hygiene is maintained: gloves and aprons, cleaning surfaces before and after use.
- Soiled clothing is placed in a sealed bag, clearly labelled with the reason, and returned to parents.
- Spare clothing is encouraged from parents; nursery provides age-appropriate clothing if necessary.
- Promoting Independence
- Children are encouraged to undress, dress, use the toilet, and wash hands independently when appropriate.
- Staff provide reassurance, encouragement, and positive reinforcement during personal care routines.

### **Toilet Training**

At Roots for Life, we support children's journey to independence in toileting in a way that is child-led, positive, and collaborative with parents.

### **Working with Parents**

- Staff will discuss readiness with parents before starting potty training.
- Parents may be provided with a potty training kit, including guidance, sticker charts, and supportive tools.
- Communication is maintained between home and nursery to ensure consistency and reassurance.
- Parents are asked to provide multiple changes of clothes and consider easy-to-manage clothing (e.g., joggers).

### **Implementation at Nursery**

- The child's key worker leads the potty training support.
- Children are encouraged to sit on or use the toilet regularly, even for short attempts.
- All attempts and successes are praised, and sticker/reward systems are used.
- Accidents are handled calmly; the child is cleaned, comforted, and changed.

### **Supporting Children Struggling with Toileting**

If a child is toilet trained at home but struggles at nursery:

- Staff continue to encourage and support positively.
- Discussions with parents are held to identify challenges.
- Parents may bring familiar items (e.g., potty, comfort item) from home.
- If the child is not ready, staff may pause potty training at nursery, in agreement with parents.

### **Health, Safety, and Safeguarding**

- At least two staff members are aware when a child is being changed.
- Volunteers, work experience students, visitors, or staff without a current DBS are not permitted to perform personal care.
- Doors are left open to avoid staff being alone with a child.
- Any concerns regarding distress, repeated accidents, or skin issues are reported to parents and recorded.
- Individual plans, including those for nappy use or toilet training, are risk-assessed to ensure safety and inclusion.

## Health, Safety and Premises

### **Record Keeping**

All personal care, nappy changes, and toileting accidents are recorded and communicated to parents where appropriate. Observations such as skin conditions, discomfort, or behavioural concerns are noted and monitored. Records are maintained in line with EYFS safeguarding requirements.