

Daffodils Outdoor Nursery

Toileting and Hand Washing Policy

In Indoor Registered Premises

- Children will regularly be asked if they require the toilet and will be taken by an adult to the toilet. All nappy wearing children will be changed at our changing station and nappies will be disposed of safely (following our nappy changing procedure below).
- Visual signs are used in our indoor and outdoor areas to remind children about hand washing before snack time and after toileting.

In Outdoor Area

- A chemical toilet is set up within a toilet shed.
- There is dedicated storage inside the toilet shed which is checked each day. This contains toilet roll, hand sanitizer gel, waste disposal bags, antibacterial spray and blue roll for cleaning, disposable gloves and aprons.
- The toilet is checked regularly by staff and is transported to our indoor area to be emptied at an appropriate time away from children in our spare toilet). Staff use aprons and gloves to complete this task.
- Staff will instruct children about hand hygiene after toileting and be vigilant about its practice by children in the toileting area.
- In the event of an accident or breakage or temporary out of use, children will be escorted to our indoor area for toileting.

Toileting Procedure for Toilet trained children

1. Children are accompanied to the toilet by a practitioner, who ensures toilet paper is on hand.
2. Child uses the toilet.

(H&S issue: be aware of the potential for back damage when assisting a child in toileting)

3. We encourage the child to wipe their own bottom; If required, practitioners assist the child using gloves and toilet tissue to ensure child is cleaned thoroughly. A wet wipe may be used if it is felt necessary.
4. Toilet paper to be disposed of into the toilet.
5. Toilet cleaned with antibacterial wipe/spray if required and toilet lid to be placed over the toilet
6. Staff and children clean hands with warm water and soap (usual taps within indoor setting, water dispenser with outdoor setting)

Hand washing procedure in the outdoor area

-Hand washing after toilet use is only to occur at the dedicated toilet use and nappy changing hand washing station. This is located close to the toilet shed.

-The water temperature is to be maintained as close as possible to body temperature. This is done by regular monitoring of the water and topping up with hot water from the indoor area if needed. Our water dispenser keeps water at the required temperature for 5 hours so last a whole session.

-Hands are to be washed using the tap connected to the water dispenser. The child will be assisted to apply soap, working the soap all over the front and back of the hands and between the fingers in to a good lather.

-The washing shall occur at an elevated hand washing station.

-Staff member shall clean the tap of the water dispenser with antibacterial wipes or spray when required. Hand washing containers are thoroughly cleaned at the end of each session.

-Children will dry their hands using paper towel. This will be located adjacent (within reaching distance) of the water dispenser. This waste towel is then disposed of in the bin close by. Staff remove waste from all bins at the end of each session and it is placed straight in to our large waste bins.

Changing procedure in event of accidents

-Allow child access to toilet shed or indoor toilet area

-Adult to assist if necessary

-Use warm water, soap, and antibacterial wipes to clean up any mess. If necessary, children will be escorted back to our indoor area to change in to clean, dry clothes.

Nappy Changing

-No child is excluded from attending our nursery 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 both in the indoor setting and in the outdoor area 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.

-These procedures are written in line with current guidance EYFS. The nursery Manager is responsible for ensuring all staff understand and follow these procedures

Nappy Changing in the outdoor area

-There is a dedicated nappy changing station in the 'Dome' area.

-The nappy changing station is elevated off the ground.

-The nappy changing mat is cleaned between each use. Antibacterial spray and blue roll are provided for this purpose in designated storage draws.

-There are dedicated storage draws which contain everything that is required for nappy changing. This contains nappies, wet wipes, nappy bags, gloves, aprons and antibacterial hand gel.

-Used nappies are to be disposed of in bin in the changing area. All contents are placed in to a nappy sack first. If possible, soiled nappies are taken straight to our black bins but when not safe to do so the nappy bin is emptied at the end of each session and the waste is placed straight in to our black bin.

-A new apron is used if a nappy is soiled.

Nappy Changing Procedure

Communication with the child is used throughout the nappy changing procedure to ensure a comfortable and relaxed experience.

1. Child is placed on to the changing station, using appropriate manual handling procedures. Older children can lay themselves down on to the changing mat.
2. Practitioner puts on clean disposable gloves and apron
3. The child's soiled nappy is removed and placed in a nappy bag.
4. The child is cleaned thoroughly using wet wipes.
5. The practitioner removes their gloves, peeling them inside out from the wrist and placing them in the soiled nappy bag along with the used apron.
6. A clean nappy is put on the child, before they are lifted off the change mat and dressed.
7. The nappy change mat is cleaned with antibacterial spray and wipes, and the soiled nappy bag placed in the appropriate waste bin/bucket.
8. Staff use hand sanitizer or wash their hands thoroughly with soap.

Policy date: 22nd February 2018

Review Date: February 2018

Signed on behalf of Daffodils Outdoor Nursery Limited:

.....(Owner/Manager)