

## Nappy Changing Procedure

### Step 1: Get Organised

- Before you bring the child to the changing area, wash your hands and put on disposable gloves and apron. Masks to be worn during pandemic.
- Have the child's personal nappy changing basket to hand as well as tissues, bag for any soiled clothing and double nappy sacks for soiled cleaning equipment
- Clean changing mat with anti bacterial wipes and if available place disposable blue tissue over length of changing mat

### Step 2: Bring the child to the changing area

- If needed use the wooden steps to assist the child onto the changing mat.
- If the child's feet cannot be kept out of soiled nappy remove the child's socks and shoes to prevent contaminating the surfaces.
- ALWAYS KEEP A HAND ON THE CHILD
- Put soiled clothes in a plastic bag and securely tie the plastic bag to send the soiled clothes home

### Step 3: Cleaning the child

- Unfasten the soiled nappy but leave the soiled nappy in place
- Lift the child's legs as needed to use disposable wipes to clean the child
- Clean front to back using a fresh wipe each time
- Use tissues to apply cream if needed
- Place the soiled wipes into the soiled nappy and place into nappy sack, double wrapped
- Remove gloves and apron and place in nappy bag
- Wash the child's hands and return the child to the supervised area

### Step 4: Cleaning the nappy area

- Dispose of the paper towel on the changing mat and place in the nappy bin
- Clean the area and mat with spray disinfectant
- WASH YOUR HANDS
- Fill in the child's personal nappy record
- The entire changing area should be cleaned with a solution of antibacterial wipes/spray and water at the end of the session and can be left to air dry
- Nappy bucket should be emptied at the end of the session

