Risdon Park South Kindergarten

Nappy Change Procedure

PROCEDURE

- Check to make sure all supplies are readily available
- Inform another staff member of the need to change the child
- Ask the child to lay on the change mat—lift where necessary
- Place a sheet of paper on the change table
- Put on gloves
- Remove the child’s nappy and soiled clothing
- Place the soiled nappy in the bin provided
- Clean the child from front to back
- Dispose of wipes in bin immediately
- Remove paper and place in bin
- Remove your gloves peeling back from the wrists—place in bin immediately
- Replace nappy and dress child.
- Assist child to wash and dry their hands
- Allow child to go and play
- Place soiled clothing in plastic bag and hang on hooks near cleaners storeroom
- Clean the change table with disinfectant and dry with paper towel
- Remove bag from nappy bin and dispose in the wheelie bin with the red lid
- Replace the bin liner in nappy bin
- Wash and dry your hands
- Record the details in the Changing Children Log and write a note to the parent/caregiver, place in notice pocket. Ask witnessing staff member to sign entry into log.

REFERENCES

This procedure has been developed from Staying Healthy in Childcare

This procedure was endorsed by Governing Council on 7th September 2015

Governing Council Chairperson ___________________________ Director _________________________

PROCEDURE REVIEW

This procedure will be reviewed when changes to effective infection control measures are updated.