

Pre-School at St Saviours

Disposal of nappies, aprons and gloves procedure

1. All staff are to wear latex gloves and disposable apron when changing a nappy or assisting a child after they have used the toilet or for changing soiled clothes.
2. When changing a nappy, the changing mat should be used this is situated in Kittens Room.
3. Always check that the mat is not split or cracked. Clean the mat with antibacterial spray and dry the mat using paper towels before the child lays down.
4. The nappy should be changed in the Kittens room with the door ajar. All DBS checked and properly vetted members of staff may change a nappy.
5. The 'nappy changing book' should be filled in by the person changing the nappy, the book is situated in the nappy changing box. A note should be made in the child's Contact Book of any nappy change, change of clothes etc.
6. Dirty nappies should be put in a nappy sack and placed in the grey bucket in the lady's toilet or double wrapped and placed directly in the black dustbin.
7. Clean the changing mat with anti-bacteria spray and dispose of the gloves/apron in the grey bucket.
8. Staff should wash their hands before and after changing each nappy.

9. Never leave a child unattended.
10. Double wrap nappies/gloves/aprons before placing in the black dustbin.

Signed on behalf of the Partnership

October 2019

Jeanette Samuel - Partner