**Nappy Changing Policy**

While we prefer that children are fully trained before entry to the preschool, we acknowledge that there are younger children who may have setbacks or children who find toilet training difficult.

We will accept children in the younger classrooms in nappies. In the older classrooms we prefer children to be toilet trained but will accept them in nappies for a short period of time and will fully support them and their parents to toilet train their child.

**You must follow the step by step instructions below carefully for each nappy change:**

1. Hang the child’s bag with nappies & wipes on the side of the changing table and take out a nappy sack.
2. Wash & dry your hands.
3. Put paper towel onto the changing table.
4. Put on gloves & apron.
5. Put child on to the changing tablr and take off their dirty nappy. Clean them with a wipe.
6. Put dirty nappy and wipes into the nappy sack.
7. Put on a clean nappy.
8. Remove apron & gloves one by one at the wrist and put them into the nappy sack.
9. Dress child.
10. Lift child down and wash their hands.
11. Disinfect mat, dry it and dispose of tissue. Put everything into nappy bin.
12. Wash your own hands.
13. Bring child back to the room.