



CHANGING OF CHILDREN'S CLOTHING

All employees of this organisation are responsible for promoting the safety and well-being of children and young people by:

- Adhering to this organisation's child safe policy at all times and taking all reasonable steps to ensure the safety and protection of children and young people.
- Not doing things of a personal nature that a child or young person can do for themselves, such as toileting or changing clothes.
- Ensuring another adult is aware that a child is being helped to change their clothes.
- Encouraging children and young people to 'have a say' on issues that are important to them.
- Providing feedback to both children and parents or guardians.

PROCEDURES

- If an "accident" happens and a child's clothes require changing, it is important to respect the child's privacy.
- The Staff Member will assist the child to collect a change of clothes from the child's bag or the cupboard in the bathroom and allow the child the opportunity to change themselves.
- If necessary the Staff Member will help in this process, then double bag the soiled/dirty/wet clothes in two plastic bags and store in the locker next to the child's kindergarten bag-ensuring hygiene practises are adhered to.
- A notice advising the parent that the child has had a change of clothes is attached to the plastic bag (notices in folder next to rollbook).
- Reassurance and comfort will be given to the child.
- The parent/care giver will be informed of the incident and will be asked to return any kindergarten clothes after washing.