



Nappy Changing & Toileting/Changing of Clothes

At Klemzig Kindergarten and Occasional Care, changing of children's clothing/nappies will always be carried out in a positive and supportive manner. It will take place as part of children's learning and development and in consultation and partnership with families, which may include following the child's continence plan that has been authorised by the child's treating health professional.

This policy and procedures will follow the ACECQA National Quality Standards for toileting and nappy changing principles and practices along with Education Department for South Australia guidelines.

Klemzig Kindergarten and Occasional Care staff will use strict, consistent hygiene routines to maintain a high standard of recommended health and hygiene procedures. Examples of how these practices may be implemented by staff include:

- Washing hands before and after every nappy change and toileting experience.
- Staff wear protective equipment such as gloves and have access to protective personal equipment (e.g., face mask, hand sanitiser etc.) for each nappy change
- Staff will 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 when needed.
- If necessary staff will help in the process of clothes changing and support the child in putting the soiled/dirty/wet clothes in a bag to store in the child's kindergarten bag. For hygiene reasons, clothes will not be cleaned at kindergarten.
- Children will be offered support and reassurance, and privacy will be respected.
- The parent/care giver will be informed of the incident and will be asked to return any Klemzig Kindergarten and Occasional Care clothes after washing.
- Details of the date, child name, reason for change of clothes and name of supporting staff member are to be recorded on clip board.
- If a child has excessively soiled and/or dirtied their clothes, Parents/caregivers may be contacted to provide extra support.

Nappy Changing

If children are still in nappies when enrolled and attending Klemzig Kindergarten and Occasional Care, health documents may be required prior to attendance, including a continence care plan. This form can be obtained from the staff. The continence care plan will only be required where their continence-related behaviour is different to that which was developmentally expected and requires additional, individualised work by an educator.

Parents/caregivers are responsible for providing nappies for their child. Spare nappies are **NOT** supplied through Klemzig Kindergarten and Occasional Care and a fee of \$2 per nappy will be charged if needed.