

## 01 Health and safety procedures

### 01.4 Children's Bathrooms and Changing Areas Procedure

To be read alongside Health and Safety Policy and Procedures 01.1–01.22

#### Changing Areas

Peekaboo Childcare ensures that all changing areas are safe, hygienic and developmentally appropriate for the children who use them.

- In the downstairs area of the nursery low level changing surfaces are used that children can climb onto safely, or a clean floor surface is used.
- In the baby room, a changing unit is used or a low level changing mat. Older babies may use steps leading to the changing unit with adult support.
- Staff are not required to lift heavy children onto high changing units.
- Changing mats are cleaned and disinfected after every use.
- Disposable nappies and pull ups are put in nappy disposal bins.
- Staff wear oilcloth aprons when changing children, clean them with antibacterial spray after use, and wash hands when leaving the changing area.
- The nappy mat and apron must be sprayed and left for one minute before wiping. - Staff spray the mat, then wash their hands before returning to wipe the mat clean.
- Single-use gloves are available and used when there is a risk of infection.
- Staff never turn their backs on a child or leave them unattended on a changing mat.
- Changing areas or stands are provided for older disabled children, if required.
- Antibacterial sprays are used safely and never left within reach of children.
- Natural or mechanical ventilation is used during changing routines.
- All other surfaces in changing areas are disinfected daily.

## Children's Toilets and Handwashing Areas

Toileting areas are maintained to high hygiene and safety standards.

### Daily and Routine Cleaning

- Toilets are cleaned daily using disinfectant for the bowl (inside and out), seat and lid, and cleaned immediately if visibly soiled.
- Toilet flush handles are disinfected daily.
- Children's hand basins are cleaned daily and whenever visibly soiled, using colour-coded cloths.
- Mirrors and tiled splashbacks are cleaned daily.
- Floors are washed daily.
- Spills of body fluids are cleaned and mopped immediately using disinfectant.

### Infection Prevention

- Staff cleaning toilets wear rubber gloves.
- Staff changing children wear gloves and aprons if there is a risk of infection.
- Staff wash hands thoroughly after every nappy change or toileting support.
- Wet or soiled clothing is rinsed and placed into the child's wet bag (or a plastic bag if a wet bag is not provided) for collection.
- Children wash hands after every toilet visit or nappy change.

### Legionella Prevention

- Toilets not in regular use are flushed weekly to prevent the U-bend drying out.
- Taps not in regular use are run for several minutes every 2–3 days.

### Equipment and Storage

- A toilet brush is available for children's toilets and stored out of children's reach, with a separate colour-coded cleaning cloth.



- Individual cloths are provided for drying hands and washed after each use.
- Mops used for toilet or body fluid spills are colour coded, kept separate, and stored in disinfectant after use.
- Dirty water is disposed of via the sluice or butler sink.
- Butler sinks and sluices are cleaned and disinfected at the end of each day.

This procedure ensures safe, hygienic and respectful toileting and changing routines for all children attending Peekaboo Childcare.