

Standing Pull-up Changing Procedure

This policy applies to all children that are in the process of being toilet trained. The children must be wearing pull-ups or cloth underwear. If a child is wearing a diaper, the diaper must be changed at an approved diaper changing station.

1. Gather supplies.
2. Take the child to the restroom.
3. Put on gloves (required for employees with chapped skin, cuts, or sores on hands.)
4. Remove any soiled clothing and place in a plastic bag. Always store soiled clothing out of reach of children.
5. Remove pull-up by pulling the sides apart & discard in a plastic-lined, covered trashcan.
6. Clean the child from front to back using clean wipes.
7. Discard soiled wipes and gloves in plastic-lined, covered trashcan.
8. Wipe your hands.
9. Allow the child to use the toilet if needed.
10. While in restroom, assist child as needed in putting on a clean pull-up/underwear and getting re-dressed.
11. Supervise child in washing their hands in accordance with approved handwashing procedures.
12. Return the child to the classroom without touching other surfaces.
13. Clean the toilet used and any other soiled surfaces with soapy water solution and then spray the surfaces with an approved disinfectant.
14. Allow the disinfectant to air dry for 2 minutes and then wipe the surface dry. (If using EPA registered disinfectant, follow manufacturer's instructions for required contact times.)
15. Wash your hands according to approved handwashing procedures.