



HEYWOOD PREP
CORSHAM

A24 Intimate Care POLICY

**Updated
March 2020**

1. Introduction

This Policy applies to the whole school and EYFS, including after school and holiday clubs.

The purpose of this policy is:

- To safeguard the rights and promote the best interests of the children
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one
- To safeguard adults required to operate in sensitive situations
- To raise awareness and provide a clear procedure for intimate care
- To inform parents/carers in how intimate care is administered
- To ensure parents/carers are consulted in the intimate of care of their children

2. Policy statement

It is essential that every child is treated as an individual and that care is given as gently and sensitively as possible. All children are entitled to exercise choice and have a positive image of his/her own body. It is important for staff to bear in mind how they would feel in the child's position. Given the right approach, intimate care can provide opportunities to teach children about the value of their own bodies, to develop their safety skills and to enhance their self-esteem. All matters relating to intimate care will be treated with sensitivity and confidentiality and that a child's right to privacy and dignity is maintained at all times.

In our EYFS setting, no child is excluded from participating in our nursery setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. However, we recommend that children are toilet trained by the time that they join the pre-school classes. We have appropriate bathroom provision and hygiene practice in order to accommodate children who are not yet toilet trained. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

3. Procedures

- Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly in Nursery and Reception. Staff will always encourage children to attempt undressing and dressing unaided. Class teachers undertake changing young children in their class groups; or the Nursery assistants. For child protection reasons, supporting children with changing and nappy changing always takes place where another member of staff is present, or in a room where a member of staff would have a clear view of the child being changed and the adult changing them.
- Within the nursery, class teachers have a book of nappy changing times for the young children in their care who are in nappies. Changing areas are warm and we have specialist nappy changing facilities to lay young children if they need to have their bottoms cleaned. Each young child will bring their own supply of nappies and wipes on a daily basis.
- Intimate care for soiling would be provided in the event of a child soiling themselves. The child would be encouraged to clean themselves up as much as possible and supporting the child in changing their clothes. The parents/carers or emergency contacts are notified and asked to come and collect their child. All staff are familiar with the hygiene procedures and carry these out when changing nappies or when supporting a child.
- If a child needs to be cleaned or a nappy needs to be changed, staff will make sure that; protective gloves are worn, the procedure is discussed in a friendly and reassuring way with the child throughout. Depending on age, the child is encouraged to care for him/herself as far as possible. Physical contact is kept to the minimum possible in order to carry out the necessary cleaning.

Privacy is given appropriate to the child's age and the situation. Any soiling that can be, is flushed down the toilet and nappies are disposed of hygienically in clinical waste bins. Cloth nappies, trainer pants and other items of clothing that have been wet or soiled are bagged for the parent to take home.

- Older children access the toilet when they have the need to and are encouraged to be independent. We regularly remind children to use the toilet. Young children are encouraged to take an interest in using the toilet or potty; they may just want to sit on it and talk to a friend who is also using the toilet. They are encouraged to wash their hands and have soap and paper towels to hand.
- Staff are gentle when changing or supporting changing; they avoid pulling faces and making negative comments. Staff stay close to the child at all times, giving comfort and reassurance.
- If young children are left in wet or soiled nappies in the setting this may constitute neglect and will be a disciplinary matter. We recognise that settings have a 'duty of care' towards children's personal needs.
- For safeguarding reasons, nappy changing and intimate care should not be conducted in a location where the child being changed would be obscured from the view of staff going about their day-to-day business, for instance with the staff member's back to colleagues and blocking their line of sight.
- Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk. These should include gaining a verbal agreement from another member of staff that the action being taken. Allow the child a choice in the sequence of care, whilst also being aware of and responsive to the child's reactions.
- This policy is to be read in conjunction with the school safeguarding policy and associated links and references.

4. Approval & Review

This policy was reviewed in March 2020 and approved by Rebecca Mitchell, Head Teacher. It will be reviewed on an annual basis. The next policy review will take place in February 2021.



Rebecca Mitchell
Head Teacher