



**CNS** **CROSSENS NURSERY SCHOOL**  
**INTIMATE CARE POLICY**

**Introduction:**

Crossens Nursery school is committed to ensuring that all staff responsible for the intimate care of children and young people will undertake their duties in a professional manner at all times.

This school takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care.

The Governing Body recognises its duties and responsibilities in relation to the Equalities Act which requires that any child with an impairment that affects his/her ability to carry out normal day-to-day activities must not be discriminated against.

We recognise that there is a need for children and young people to be treated with respect and dignity when intimate care is given.

No child shall be attended to in a way that causes distress, embarrassment or pain.

Staff will work in close partnership with parents and carers to share information and provide continuity of care.

**Definition:**

Intimate care is defined as any care which involves washing, touching or carrying out a personal procedure that most children and young people carry out for themselves, but which some are unable to do.

Children in Early Years settings will often need support with toileting. It is important that such care is provided promptly.

Children with a disability or who are in the process of learning may be unable to meet their own care needs for a variety of reasons and will require regular support.

**Supporting children who are in nappies:**

- Intimate care arrangements will be discussed with parents / carers and requirements recorded.
- There is a purpose built changing facility in the School, this is used to change children in nappies or those who are heavily soiled. The door is left ajar NOT SHUT when a child is being changed.
- Parents are asked to supply nappies or pull-ups for the sole use of their child.
- The school supplies; wipes, sacks, gloves and anti-bacterial cleaner.

**Toileting 'accidents' / other occasions when a child needs to be changed**

- Should a child not in nappies need help with intimate care (e.g. in the case of a toilet 'accident') then parents / carers will be informed. This information will be treated sensitively.
- Practitioners will also support a child to change their clothes if necessary (e.g. if they have become wet whilst playing in the water)
- Practitioners will record details about why a child needed to be changed and the action taken in the 'Changing Record File'.
- Parents are required to supply a change of clothes for their child to use after such an accident. Spare clothes are also kept in the School for general use.

**Safeguarding**

- All staff employed in the school, supply staff, students and volunteers on placement at the school have a full, current DBS disclosure.
- All staff employed at the school take part in annual Safeguarding Training. Supply staff, students and volunteers are appraised of and required to follow the schools Safeguarding and Intimate Care Policies.

- Priority will be given to ensuring that staff employed at the school will provide intimate care, however there may be occasions when supply staff undertaking long term contracts will be asked to provide intimate care.
- Careful consideration will be given to individual situations to determine how many adults should be present during intimate care procedures.
- The purpose built changing facility in the School should be used to change children in nappies or those who are heavily soiled. The door is left ajar NOT SHUT when a child is being changed.
- Other changing takes place in the bathroom area and children are supported to change themselves independently
- Staff will always notify a colleague that they are going to change a child. This will usually be done as part of the daily routine and where possible by the member/s of staff designated to undertake that role on a particular day.
- If a member of staff has any concerns about physical changes in a child's presentation (unexplained marks, bruises or soreness for example) s/he will immediately report concerns to the Designated Person for Child Protection.
- If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated at an appropriate level and outcomes recorded.
- If a child makes an allegation about a member of staff this will be investigated in accordance with agreed procedures.

### **Health and Safety**

- Staff will **always** wear disposable gloves when changing children / assisting toileting. A new pair will be used **after every change**. Disposable aprons will also be available if required.
- Soiled nappies will be bagged and placed in the disposal bin.
- The changing area will be cleaned **after each use**.
- Hot water, liquid soap and paper towels or a hand dryer will always be available for hand washing, ensure that hands are washed **after every change**.
- Where specialist equipment and facilities are required, every effort will be made to provide these, following assessment by a Physiotherapist and/or Occupational Therapist.

### **Caring for the individual**

- Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes.
- Pupils will be supported to achieve the highest level of independence possible, according to their individual condition and abilities.

### **Advice**

Further advice for parents regarding toileting can be obtained from their Health Visitor, the local Children's Centre and also from ERIC (Education and Resources for Improving Childhood Continence - [www.eric.org.uk](http://www.eric.org.uk) ).

Reviewed by Governors: February 26

Date of next Review: February 27