

## **Birchfield Nursery School**

### **Intimate Care Policy**

At Birchfield Nursery School we aim to develop independence in each child. Some of our children require support with self-care issues such as toileting, nappy/pull up changing, changing clothes, washing, first aid and medication. It is sometimes necessary to supervise a child involved in independent intimate self-care.

Our intimate care policy has been developed with the intention of safeguarding children and staff and ensuring the best possible experience for each child. We always endeavour to preserve each child's dignity and provide them with high levels of privacy, choice and control. Children requiring intimate care will be treated respectfully at all times.

#### **Aims**

- For all children to be safe, and to feel safe and to be treated with respect and sensitivity
- For children's personal needs to be met when necessary and for them to be able to develop self-control and confidence in dealing with their own personal needs when appropriate
- To maintain high standards of health and safety
- For all staff to maintain a professional approach when meeting children's needs
- For all intimate care procedures to be carried out in a relaxed manner which makes the child feel as comfortable as possible
- To prevent the spread of infection by providing all staff with clear procedures for changing

#### **Approach**

##### **Children's Toilet Area**

The children's toilet area has 4 cubicles for children to access independently, there are 2 chairs for children to sit and change their clothes if wet with adult supervision/support and a changing cubicle with a changing unit with steps for the children to get up on. The door of the changing unit will be left open if staff are changing so the child has some privacy but other adults are within sight and earshot.

#### **Resources**

Children bring in a change of clothing including underwear and socks in their bags daily. Spare clothing is kept in the white cupboard in the children's toilets.

Disposable gloves, nappy sacks, bin bags, sensitive wipes are all kept in the white changing cupboard.

#### **Guidelines**

- Staff should wear disposable gloves when changing children and wash hands afterwards
- Plastic aprons should be worn for messy situations

- Staff should use the steps on the changing unit to help children get on the top of the unit rather than lift them
- Any soiled areas should be cleaned with anti bac/disinfectant
- All waste must be disposed of in the appropriate way, soiled waste double wrapped in plastic bag, tissues in the toilet, soiled clothing wrapped in bag to return to parents
- Staff should write in the diary when they have changed a child and also complete a form to let the parent know, they should also mention it to the key carer
- Staff should encourage children to do as much as they can themselves , encouraging independence
- Where possible each child will be cared for by one adult that they feel comfortable with, this may be their key carer

### **Safeguarding**

If a staff member has any concerns regarding physical changes in a child's presentation, e.g marks, bruises, soreness, these will be reported immediately to the senior designated person for child protection. Our safeguarding procedures will then follow.

If a child becomes distressed or unhappy when being cared for by a particular staff member, any issues will be considered and outcomes will be recorded. Where necessary, changes will be made to procedures, practices and staffing to ensure the child's wellbeing and happiness.