

Intimate Care Policy for Children in Nursery

School Name: Rodbourne Cheney Primary School

Version No: 7

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Owner:

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Approved by: Sarah Harris

Overview

'Rodbourne Cheney Nursery is committed to safeguarding and promoting the wellbeing of all our children, and expects our staff and volunteers to share this commitment'.

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves, but which some children are unable to do because of their young age, physical difficulties or other special needs. Intimate care can include:

- Washing & changing – dressing/undressing (underwear)
- Toileting and nappy changing
- Treatments such as enemas, suppositories, enteral feeds
- Catheter and stoma care
- Supervision of a child involved in intimate self-care

No child is excluded from participating in the Nursery setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. Nursery staff will work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained. Rodbourne Cheney Nursery 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.

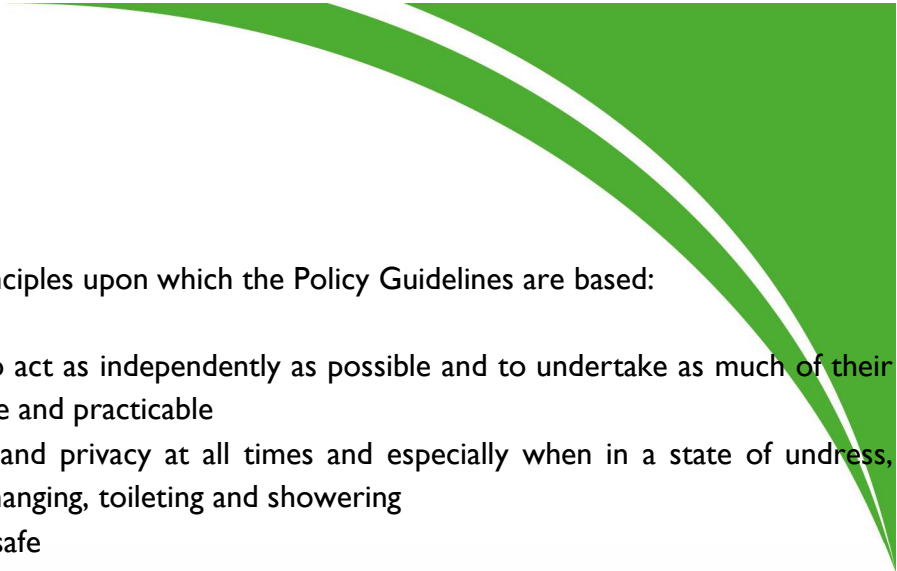
Our nappy changing procedures are outlined in our admissions pack and agreed by all parents upon induction to Nursery / Preschool.

Introduction

The Intimate Care Policy and Guidelines regarding children have been developed to ensure that:

- The health, safety, independence and welfare of children is promoted
- The dignity and privacy of children is respected
- To safeguard children and staff
- Arrangements for intimate and personal care are open and transparent

Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.



Principles of Intimate Care

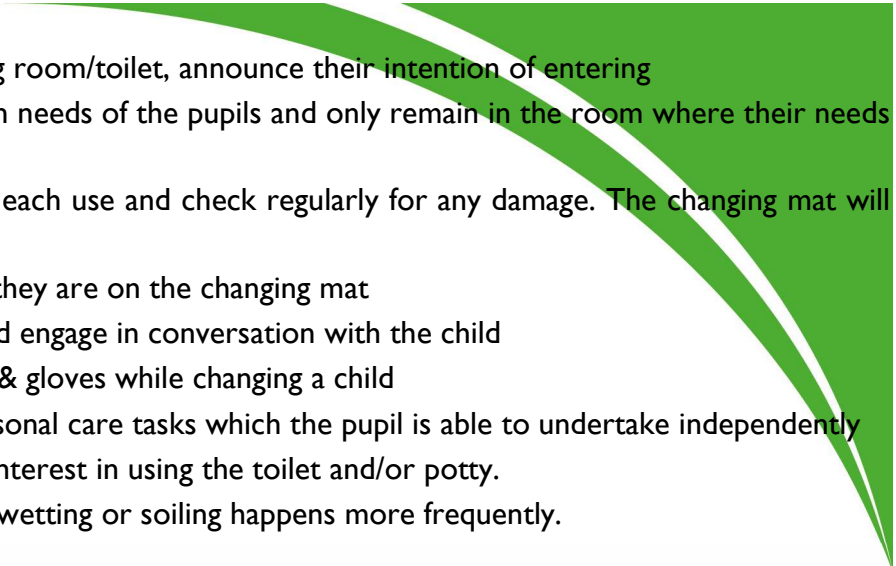
The following are the fundamental principles upon which the Policy Guidelines are based:

- Pupils should be encouraged to act as independently as possible and to undertake as much of their own personal care as is possible and practicable
- Pupils are entitled to respect and privacy at all times and especially when in a state of undress, including, for example, when changing, toileting and showering
- Every child has the right to be safe
- Every child has the right to be valued as an individual
- Every child has the right to be treated with dignity and respect
- Every child has the right to be involved and consulted on their own intimate care to the best of their abilities
- Every child has the right to express their views on their own intimate care and to have such views taken into account
- Every child has the right to have levels of intimate care that are as consistent as possible

Responsibilities

School staff will:

- Wherever reasonably practicable, the child's key person will assist the child in nappy changing and toileting. If the child's key person is not available, then a member of staff who the child is familiar with will help them
- Use a separate changing area to assist children who are using nappies or equivalent. This area allows privacy for the child but also is not fully enclosed ensuring the staff are visible as they assist the child.
- Work in partnership with children and parents
- Always explain to the pupil what is happening before a care procedure begins
- Change the child, or assist them in changing themselves if they become wet, or soil themselves
- Never knowingly leave a child in wet or soiled clothing. Children will be checked regularly so they can be changed at the earliest opportunity. Spare clothes will be located in Nursery office and Reception classroom.
- React to accidents in a calm and sympathetic manner
- Encourage the child's participation in toileting procedures wherever possible
- Discuss and take the appropriate action to respect the cultural practices of the family
- Contact parents/carers if the child refuses to be changed, or becomes distressed during the process
- Maintain excellent standards of hygiene when carrying out intimate care
- Consult with colleagues where any variation from agreed procedure/care plan is necessary
- Record the justification for any variations to the agreed procedure/care plan and share this information with the pupil and their parents/carers

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- A large green decorative graphic on the right side of the page, consisting of several overlapping curved shapes that create a sense of movement and depth.
- Where the child is in a changing room/toilet, announce their intention of entering
 - Always consider the supervision needs of the pupils and only remain in the room where their needs require this
 - Clean the changing mat before each use and check regularly for any damage. The changing mat will be replaced as necessary
 - Always supervise a child when they are on the changing mat
 - Use changing time positively and engage in conversation with the child
 - Wear a fresh disposable apron & gloves while changing a child
 - Not assist with intimate or personal care tasks which the pupil is able to undertake independently
 - Encourage children to take an interest in using the toilet and/or potty.
 - Record incidents on CPOMs if wetting or soiling happens more frequently.

If a staff member has concerns about a colleague's intimate care practice, they must report this to the Designated Safeguarding Lead.

Parents will:

- Provide their child with sufficient nappies and wipes to meet their needs. These items will be labelled with the child's name and used only for that child as the Nursery recognises that some children are allergic or sensitive to some products. Each child will have their own peg so can keep them in their bags until required. Parents are asked to provide the Nursery with any information about product sensitivity
- Provide spare clothing to be provided by parents/carers
- Inform the school should their child have any marks/rashes
- Work with the school to develop their child's independence where appropriate

This policy will be sent to all staff via email and they will sign to say they have read and agreed with the policy.

Appendix I – Record of Routine Intimate Care Intervention for Nursery and Preschool

Name:

Year Group:

Name of Support Staff Involved:

Date	Start Time	End Time	Procedure/Notes	Staff Signature