



Intimate care and toileting policy

Policy statement

At Lechlade Little Learners we believe that intimate care is not only necessary but should be a positive experience for children. It is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. Children should be treated with dignity and respect and given privacy appropriate to the child's age and understanding. Self-care is an important part of a child's development and each room must look at their children's age and stage in development. At Lechlade Little Learners we believe that all children are individuals and this should also be considered when we look at the level of care they require.

We believe that children's intimate care needs should not be separated from other aspects of their lives. Encouraging them to participate in their own intimate or personal care should be part of a general approach towards facilitating participation in daily life.

We aim to:

- Safeguard the rights and promote the welfare of children and staff.
- Provide guidance and reassurance to staff whose role includes intimate care.
- Assure parents that staff are knowledgeable about personal care and that their individual concerns are considered.

Definition of Intimate Care:

'Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with, or exposure of, the sexual parts of the body'

Intimate care tasks specifically identified as relevant include:

- dressing and undressing (underwear)
- helping someone use a potty or toilet
- changing nappies
- Cleaning / wiping / washing intimate parts of the body.

Definition of Personal Care:

‘Although it may involve touching another person, it is less intimate and usually has the function of helping with personal presentation’

Personal care tasks specifically identified as relevant include:

- Feeding
- administering oral medication
- hair care
- dressing and undressing (clothing)
- washing non-intimate body parts
- Prompting to go to the toilet.

Toilet Training:

Starting at an early years setting is always an important and potentially challenging time for both children and their parents, it is also a time of growth and very rapid developmental change for all children. As with all developmental milestones in the Early Years Foundation Stage (EYFS), there is wide variation in the time at which children master the skills involved in being fully toilet trained.

For a variety of reasons children may:

- be fully toilet trained
- have been fully toilet trained but regressed for a little while due to the excitement and stress of starting at a setting
- may be fully toilet trained at home but have accidents in the setting, or visa versa
- may be nearly there but needs some reminders and encouragement
- not be toilet trained, but responds well to a structured toilet training process
- be fully toilet trained but has a serious disability or learning difficulty
- may have development delays but with additional support will master these skills
- Have SEND and might require help with some or all aspects of personal care.

The normal process of changing a nappy or supporting toileting should not raise child protection concerns, and there are no regulations that indicate that a second member of staff must be available to supervise the nappy changing process however Lechlade Little Learners:

- We ensure that staff are suitably checked (DBS) and that safer recruitment processes have been adhered to.
- We ensure less experienced staff are never left alone with children.
- We ensure all staff are aware of the recording requirements if changing nappies and/or toileting.
- We ensure staff are following setting procedures/guideline for intimate care.
- We ensure all staff are up to date with their safeguarding training.
- We ensure staff are familiar with the settings safeguarding policy including the section on allegations against staff.
- Staff record every nappy change, toileting procedure and change of clothes on Family.
- Parents are told about any accidents at the end of their child's session.
- All staff members inform other staff members if they going to change a nappy or toileting a child. This keeps staff to child ratio correct.
- If a staff member has concerns about a colleague's intimate care practice they would report this to the DSL.

Nappy changing procedure

- All staff are responsible for changing children's nappies and attending to their personal care needs. No volunteer, student or supply staff will be allowed to change a child's nappy or assist them in toileting.
- Parents are asked to provide nappies, wipes and nappy sacks in their child's bag.
- Our staff will exercise correct hygiene procedures in relation to the changing of nappies. Staff will personally risk assess the situation at the time and decided if they need or want to wear PPE (Personal protective equipment). Correct hand washing is done after every nappy change and the changing mat is cleaned with paper towel and antibacterial spray. (In line with reducing plastic waste)
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.

- Our changing area is located on the wall in our bathroom. Children are encouraged to climb the steps independently and lay down ready. Staff are also able to change a child on the mat lower down if the changing unit is not a safe option.
- The child is secured with a safety belt at all times when on the changing unit.
- Our staff never turn their back on a child or leave them unattended.
- We are gentle when changing; we avoid pulling faces and making negative comments about nappy contents.
- We do not make inappropriate comments about children's genitals when changing their nappies.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- The children's nappies are checked regularly and changed as soon as possible when a child has soiled or if the nappy looks extremely full.
- Children in the setting for a half session will have their nappy changed a minimum of once those doing a full session will have their nappy changed a minimum of twice.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect [and will be a disciplinary matter].

This policy was reviewed September 2021.

Signed on behalf of the committee by

This policy is to be reviewed annually unless legislation requires before.