Intimate care Policy

**Our Aim:**

To ensure that areas of intimate/personal care that children require support with such as such as nappy/pads changing, washing and dressing is carefully planned by the setting to ensure that individual needs of children are taken into consideration and are met respectfully by staff in a clean environment. For children who are toilet training we will ensure that additional facilities are added to our bathroom provision such as potty’s/training seats to support the development of this vital self-care skill.

We as a setting will ensure that…

* Staff who provide intimate care are trained to meet the needs of individual children.
* All staff adhere to the setting’s safeguarding and child protection policy.
* Suitable equipment and facilities are made available.
* Staff carrying out intimate care are appropriately supported and are all aware of familiar hygiene procedures that need to be undertaken when supporting children with their intimate care such as ensuring gloves are worn and changing mat cleaned before/after use. All these items are stored in our “intimate care caddy” within the bathroom area.
* Where possible one-to-one care will be provided unless there is an identified need for having more adults.
* Intimate care is discussed and agreed with parents and carers.
* The needs and wishes of the child/young person are taken into consideration.
* Intimate care is logged and recorded and records retained. The record will include the date and time the intimate care was carried out and by whom.
* Mobile phones, cameras and technological devices are not used by children or staff in areas where intimate care is carried out.
* Nappies/pull up’s are disposed of hygienically. Cloth nappies, training pants and ordinary pants/clothes that have been wet or soiled are bagged for parents to take home.
* To work with parents towards toilet training unless there are medical or other developmental reasons why thus may not be possible/appropriate.

**Intimate care – safeguarding children**

If a member of staff has any concerns about physical or behavioural changes in a child/young person’s presentation, e.g. marks, bruises, soreness, they will immediately pass their concerns to the Designated Person for child protection in their setting.

In the event of an allegation being made against a member of staff, volunteer or student, the procedures for Allegations of Abuse (as per the guidance and flow chart) will be followed.

**Parent’s responsibility:**

* To ensure that children have their own named bag at each session within the cloakroom containing a change of clothes and nappies/pullups if needed.
* If a child has a known allergy or sensitive skin that wipes are provided that are appropriate for the child.
* To discuss toilet training and routines/methods that are used at home to support continuity in our environment as well as at home.
* For children with more complex needs parents must share this information with staff prior to the child starting at the setting so that a meeting can be set up between staff and parents to agree upon, an appropriate written plan for intimate personal care. In this meeting we can discuss, agree and plan upon how we are best going to meet their individual needs. This will be reviewed on a regular basis.

**Visits and outings:**

The setting has procedures and plans in place for the day-to-day intimate care needs of a child or young person, but further consideration and risk assessment will need to be taken in good time before a trip or for an activity.

We ensure that our outing bag contains supplies of nappies, wipes, changes of clothes etc. to ensure we are appropriately prepared if intimate care should be needed by an individual when out of the setting.

**Adoption and annual review of the policy**

**This policy was adopted at a meeting of:** ……..Fowlmere Playgroup………

**Held on:**  …………..Dec 11th 2018…………

**Signed on behalf of the**

**Management Committee / Proprietor:……………………Claire Wise ………………………**

…………………………………………………………….

**This policy was reviewed on:**

Policy updated/reviewed on Dec 2019. (renewal date Dec 2020)