



Early Years Intimate Care Policy

Introduction:

This policy provides information and guidance about meeting children's toileting needs for staff in EYFS at Shustoke C of E Primary School. It is relevant for all adults working with young children who are acquiring toileting skills. All EYFS Staff at Shustoke C of E Primary School are committed to the responsibility for the intimate care of children and will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children with respect and dignity when intimate care is given. No child should be attended to in a way that causes distress, embarrassment or pain. Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff that provide intimate care to children have a high awareness of child protection issues and hold an enhanced DBS check. Staff will work in partnership with parents/carers to provide continuity of care.

Aims:

- Ensure the dignity and welfare of the child is paramount
- Ensure that all children are able to attend school, regardless of their toileting needs.
- Provide staff with procedures to support children in their toileting needs.
- Assure parents and carers that staff are knowledgeable about personal care and that their individual concerns are taken into account.
- Safeguard the rights and well-being of the children.
- Reassure and protect the interests of staff working in a personal care capacity.

Rationale:

It is good practice to establish a child's toileting needs on entry to school. Transition arrangements offer an opportunity to support parents in establishing toilet training, if this is appropriate to the child's developmental level. Parents and carers have a key role to play in effective toilet training. All parents will be asked to supply a change of clothes in a bag to be kept on their peg and will be asked about the child's home care and changing routine. Where a child is in nappies, it is expected that parents provide both the nappies and the barrier cream. School will take action if any attendance difficulties develop as a consequence of toileting issues.

Consent:

Prior to starting EYFS, parents will be invited to sign a consent form stating whether they wish staff to change their child, or if they prefer to be informed and come into school themselves to change their child. When a child's needs have been identified, an individual risk assessment will be completed.

Resources and Facilities:

Children will be changed in the disabled toilet. Non-latex gloves and disposable aprons will be worn each time a child is changed. Wet wipes will be used for cleaning the body. Aprons and gloves will be provided for staff. Parents will provide wet wipes and nappies/pull-ups for their child.

Definition of Intimate Care: Intimate care is any care which involves washing, touching or carrying out an invasive procedure to intimate personal areas. In most cases, such care will involve procedures to do with personal hygiene and the cleaning of associated equipment as part of the staff member's duty of care.

Sensitivity and discretion will be used when carrying out intimate care tasks. The minimum amount of personal care and washing will take place to ensure that the child is clean and comfortable. Wherever possible, direct physical contact with the child will be avoided, especially in intimate areas.

Timings:

Children who are in nappies will be changed before snack time, after lunch and before home time. Children who are toilet training will be encouraged to use the toilet and clean themselves, where possible.

Disposal:

Whenever possible the usual toilet facilities will be used to flush contents of nappies and waste water. The usual health and safety regulations apply to disposable of nappies - **it is not necessary for nappy waste to be regarded as clinical waste.** Nappies will be double wrapped. Dirty clothes will be placed in a plastic bag for parents to collect at home time. These soiled clothes will be stored in the disabled toilet until the end of the school day.

Recording of Personal Care:

A signed record will be kept of all intimate and personal care tasks undertaken and will include times when the pupil/student and staff members left and returned. When recording incidents or speaking with other staff members, staff will use the word 'pads' as opposed to 'nappies' to preserve dignity.

Permission for school to give intimate care

Child's Full Name	
Male / Female	
Date of Birth	
Parent/Carer's Full Name Address	

Please tick as appropriate:

I give permission to the school to provide appropriate intimate care support to my child e.g. changing soiled clothing, washing and toileting.

I wish to be contacted so that I come in to provide appropriate intimate care support to my child.

I will advise the head teacher in writing of any medical complaint my child may have which affects issues of intimate care.

Signed:

Full Name:

Relationship to Child:

Date:

School signature:

Date: