



Intimate Care Policy

St Peter's CE Academy

1. Purpose of the policy

St Peter's CE Academy is committed to ensuring that all children are treated with care, dignity, respect and sensitivity.

Some children in Nursery or Reception may require support with intimate care. This may include children who wear nappies or pull-ups, children who are developing their toileting skills, or children who have an occasional toileting accident during the school day.

No child will be excluded from participating in school because they are not yet fully toilet trained.

This policy sets out how staff will support children safely, sensitively and consistently, while promoting independence wherever possible.

2. What is intimate care?

Intimate care is any care that involves washing, touching or carrying out a procedure to intimate personal areas which most children would usually carry out themselves when they are able to do so.

Within Nursery and Reception, this may include:

- changing nappies or pull-ups;
- supporting a child following a wetting or soiling accident;
- helping a child to change wet or soiled clothing;
- supporting a child with wiping or cleaning themselves;
- assisting with toileting where appropriate;
- supporting children with handwashing and personal hygiene.

3. Our principles

When providing intimate care, staff will:

- treat every child with dignity, respect and sensitivity;

- safeguard the child's welfare at all times;
- respect the child's privacy as far as practically possible;
- explain what they are going to do before providing care;
- encourage the child to do as much for themselves as they are able to;
- use age-appropriate language;
- never make negative comments about toileting accidents, nappies, smell or soiling;
- reassure children that accidents can happen;
- follow appropriate hygiene and infection-control procedures;
- be responsive to individual needs, including SEND, medical, developmental, cultural or religious needs.

4. Working with parents and carers

Parents and carers should inform school if their child:

- regularly wears nappies or pull-ups;
- requires support with toileting;
- has a medical or developmental need affecting toileting;
- has particular intimate care requirements.

Where a child requires regular intimate care, staff will discuss their needs with parents/carers and agree how these will be managed in school. Where appropriate, an individual intimate care plan may be completed.

Parents/carers should provide any necessary items required for their child, which may include:

- nappies or pull-ups;
- wipes;
- spare underwear;
- spare clothing;
- any prescribed creams required as part of an agreed care plan;

- bags for soiled clothing where appropriate.

School and parents/carers will work together to support the child's developing independence and toilet training.

5. Nappy and pull-up changing

Children who require nappies or pull-ups will be changed when necessary and will not be left uncomfortable or in a wet or soiled nappy.

Before changing a child, staff will explain what is happening and seek the child's cooperation.

The child's dignity and privacy will be maintained throughout the process.

Staff will:

1. Prepare the changing area and required equipment.
2. Wear disposable gloves and any other appropriate personal protective equipment.
3. Encourage the child to participate in the process as independently as possible.
4. Clean the child appropriately.
5. Place used nappies, wipes and disposable items into the appropriate waste disposal system.
6. Remove gloves safely and wash their hands thoroughly.
7. Support and encourage the child to wash their hands.
8. Clean and disinfect the changing area following use.

Changing arrangements will ensure that safeguarding is maintained while also respecting the child's privacy.

6. Toileting accidents

Children will never be criticised, embarrassed or made to feel ashamed because they have had a toileting accident.

Where possible, children will be encouraged to change themselves with appropriate verbal support from an adult.

The level of adult assistance will depend upon the child's age, development and individual needs.

If a child requires physical assistance, staff will explain what they are doing and provide only the level of help that is necessary.

Wet or soiled clothing will be placed securely in a bag and sent home with the child. Staff will not normally wash soiled clothing.

If a child has no suitable spare clothing, school will provide spare clothing where available. Parents/carers should return borrowed clothing after it has been washed.

7. Safeguarding

Intimate care will always be carried out with the child's safety and welfare as the priority.

Staff providing intimate care will be appropriate members of school staff and will follow the school's safeguarding procedures and Staff Code of Conduct.

Where possible, another member of staff should be aware that intimate care is taking place. However, two adults do not routinely need to be present when a child is being changed unless this is required by an individual risk assessment, care plan or safeguarding consideration.

Staff should avoid unnecessary physical contact and should encourage children to undertake as much of their own care as they are able to.

If a child becomes distressed or clearly indicates that they do not want a particular member of staff to provide intimate care, this should be respected wherever possible and alternative arrangements considered.

If a member of staff notices any marks, injuries, soreness or anything else that causes a safeguarding concern while providing intimate care, they must follow the school's safeguarding procedures and report the concern to the Designated Safeguarding Lead (DSL). Staff should not question the child beyond what is necessary to establish basic information.

Any disclosure made by a child during intimate care will be managed in accordance with the school's safeguarding and child protection procedures.

8. Privacy and dignity

Children's privacy will be protected as far as possible while ensuring appropriate safeguarding arrangements.

Staff will use appropriate language when discussing toileting and intimate care and will not discuss a child's toileting needs unnecessarily in front of other children, parents or adults.

Children will be encouraged to understand that their body is private and that adults should explain why they need to help them.

9. Promoting independence

Intimate care should support children's growing independence.

Depending on their developmental stage, children may be encouraged to:

- recognise when they need the toilet;
- communicate their toileting needs;
- pull clothing up and down;
- remove and put on underwear;
- wipe themselves;
- dispose of tissues or wipes appropriately;
- flush the toilet;
- wash and dry their hands.

Staff will provide encouragement and support without putting pressure on children.

10. Hygiene and infection control

Staff will follow the school's hygiene and infection-control procedures when providing intimate care.

This will include:

- wearing disposable gloves when appropriate;
- washing hands before and after intimate care;

- supporting children to wash their hands;
- safely disposing of nappies and other waste;
- cleaning and disinfecting changing surfaces;
- keeping changing equipment hygienic;
- ensuring soiled clothing is securely contained.

Staff should use appropriate protective equipment where there is a risk of contact with bodily fluids.

11. Recording intimate care

Where a child receives regular nappy or pull-up changes, school will maintain an appropriate record of intimate care provided.

The record may include:

- child's name;
- date;
- time;
- reason for/change provided;
- member of staff providing the care;
- any relevant observations or concerns.

For occasional toileting accidents, school will determine an appropriate proportionate method of recording and communicating the incident to parents/carers.

Any safeguarding concerns will be recorded separately using the school's safeguarding procedures.

12. Medical needs and SEND

Some children may require intimate care because of a medical condition, disability or additional need.

Where a child has more complex or ongoing intimate care needs, an individual care plan and, where appropriate, a risk assessment will be agreed with parents/carers and relevant professionals.

Reasonable adjustments will be made to ensure that children with SEND or medical needs are able to access education and participate fully in school life.

13. Staff responsibilities

Staff involved in intimate care must:

- follow this policy and the school's safeguarding procedures;
- maintain appropriate professional boundaries;
- protect children's dignity and privacy;
- follow hygiene procedures;
- report safeguarding concerns immediately;
- communicate appropriately with parents/carers;
- seek advice from the DSL or senior leadership where they are unsure about an intimate care situation.

14. Equality and inclusion

Children will not be discriminated against because they are not yet toilet trained or because they require intimate care.

The school recognises that children develop at different rates and that toileting difficulties may be associated with age, development, disability, SEND or medical needs.

Support will be provided sensitively and according to the individual needs of the child.

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