



# Scalliwags Pre-School CIO

## Safeguarding Children

### Personal and Intimate Care

#### **Policy Statement**

No child is excluded from participating in our Scalliwags Pre-School CIO who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We 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, make necessary adjustments to our bathroom provision and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

We 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.

Scalliwags Pre-School CIO accepts that there may be times when staff will need to provide intimate care for a child. This may include bottom wiping, nappy changing, or removing clothes due to soiling or vomiting.

We recognise that there is a need to treat all children with respect when care is given. No child should be attended to in a way that causes distress, embarrassment or pain.

#### **What is Intimate Care?**

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up after a child has soiled themselves) to intimate personal areas.

In most cases, this is part of personal hygiene of the child which the staff carries out as part of their duty of care.

In cases of specific procedure only staff suitably trained and assessed as competent should undertake the procedure.

#### **Scalliwags Pre-school CIO**

The Nursery Unit, Paddock Wood Community Centre, Paddock Wood, Kent, TN12 6EB

The Village Hall, Bush Road, East Peckham, Kent, TN12 5LL

Registered Charity No. 1179340

Ofsted Registration Nos. 2831937 and 2686577



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## General Policies

- Each child should have a supply of nappies or 'pull ups', changing wipes and nappy sacks, kept in their bag.
- Children access the toilets when they have the need to and are encouraged to be independent.
- Children are encouraged to take an interest in using the toilet with support from their key person. They may just want to sit on it or see how the toilet is used.
- Children are never left unsupervised or unattended, whilst allowing for appropriate privacy once children have gained the necessary level of independence to support that step.
- Children in nappies or pull ups will each have a Personal Care plan discussed with the parent/carer and the Early Years Manager and Keyperson, highlighting how a child is usually changed, whether cream is required to intimate areas (if so parents are to supply this) This is to ensure the needs of the child are met. Application of cream would require the completion of a Medical Care Plan.
- 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.

## Procedure when Providing Intimate Care

- Key persons undertake changing children where possible. Only staff employed by Scalliwags Pre-School CIO, who have been checked by DBS, will be allowed to provide intimate care. Students, and volunteers are not permitted to do this.
- Explain to the child that you need to help them to get changed or cleaned up. Staff dealing with personal care must inform other staff members of this, so staff are aware of their whereabouts.
- Gloves and aprons are put on before changing starts and the areas are prepared.
- All efforts will be made to provide a private space and dignity for the child to be changed in, within the sight of other staff or with the door ajar in the changing area.

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- All staff are familiar with the hygiene procedures and carry these out when changing nappies. Staff will wear fresh gloves for each child and the changing mat shall be disinfected to avoid cross contamination.
- In addition, key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
- Key persons are gentle when changing; they do not pull faces and or make negative comments about nappy contents.
- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- Trainer pants and ordinary pants that have been wet or soiled are bagged and double wrapped for the parent to take home.
- Nappies and pull ups are disposed of hygienically. Any soil in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and disposed of.
- Any personal or intimate care is recorded in the appropriate record book. Parents are informed of any wet or soiled items in bags.
- Staff are up to date with all safeguarding issues including FGM and will immediately report should any concerns arise.

This policy was adopted at a meeting of		
Held on		(date)
Date to be reviewed		(date)
Signed on behalf of the management committee		
Name of signatory		
Role of signatory		

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