Policy Document:

Intimate Care.

Policy Document:

Intimate Care.

No child will be excluded from joining our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or pull-ups.
We recognise that children will join The Meadows Day Care Centre having reached differing levels of independence and development in toileting and self-care. Therefore, it is inevitable that from time to time some children will have accidents and need to be attended to.

At the Centre, we aim to support children's care and welfare on a daily basis in line with their individual needs. We understand that all children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. At times children need to be cuddled, encouraged, held and offered physical reassurance.

Intimate care routines are essential throughout the day to ensure children's basic needs are met. This may include nappy changing, supporting children with toileting, changing clothes where required, first aid treatment and specialist medical support.

We are committed to ensuring that all staff responsible for the intimate care of children, will undertake their duties in a professional manner at all times.

In order to maintain the child's privacy, the majority of these actions will take place on a one-to-one basis and wherever possible will be supported by the child's keyworker, with the exception of the first aid treatment that will be conducted by a qualified first aider.

We wish to ensure the safety and welfare of the children involved in intimate care routines and safeguard against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently.

Definition of Intimate Care

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

Our approach to best practice
Support for children/young people with intimate care needs will be carefully planned and the setting will ensure that:

- Staff who provide intimate care are trained to meet the needs of individual children.
- Ensure all staff undertaking intimate care routines have suitable enhanced DBS checks
- Conduct thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to intimate care routines, basic child protection training.
- Follow up on these procedures through supervision meetings and appraisals to identify any areas for development or further training

- Ensure all staff have an up-to-date understanding of safeguarding and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns in the most appropriate and speedy manner

- The setting operates a whistleblowing policy as a means for staff to raise concerns relating to their peers. The management will support this by ensuring staff feel confident in raising worries as they arise in order to safeguard the children in the nursery.

- The setting conducts regular risk assessments on all aspects of the nursery operation and this area is no exception. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

- Suitable equipment including PPE and facilities are made available.

- Staff carrying out intimate care are appropriately supported.
- 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.
- Where possible the needs and wishes of the child/young person are taken into consideration.
- Where necessary an appropriate written plan for intimate personal care is discussed, agreed and shared with the child or young person and their family, signed by all involved and reviewed on a regular basis.
- Intimate care is logged and recorded. The record will include the date and time the intimate care was carried out and by whom.
- The constraints of staffing and equal opportunities legislation are taken into account.
- Mobile phones or cameras are not used by children or staff in areas where intimate care is carried out.

Intimate care – safeguarding children
Cambridgeshire Local Safeguarding Children Board (LSCB) Safeguarding Procedures will be adhered to alongside the setting's safeguarding and child protection policy and procedures.

If a member of staff has any concerns about physical or behavioral changes in a child/young person's presentation, e.g. marks, bruises, soreness, they will immediately pass their concerns to the Designated Person for safeguarding in the setting. If appropriate the staff member should complete a Log of Welfare Concern which should be shared with the setting's DP and the child's parents/carers.

Intimate care should be a positive experience for both staff and the child or young person. Where one to one intimate care is required, it will be discussed and agreed between the setting manager and parents/carers. Intimate care plans will be recorded and signed by those involved.

Adults need to be vigilant about their behavior, ensure they follow agreed guidelines and be mindful of the needs of the child or young people with whom they work.

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

This policy was developed by consultation between staff, the management committee, parents and children/young people (as appropriate) and was approved as set out below.

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.

Procedure for Changing a Child.

- Where ever possible the child should be changed /assisted by their Key Person or another staff member with whom they feel comfortable.
- Younger children should be changed at the 'changing station' in the Nursery room.
- Older children should be helped to change standing up, in or near the toilets.
- The child's privacy should be given appropriate consideration.
- There is no requirement for 2 adults to be present, but other staff should be made aware that the child is being changed.
- The adult should wear disposable gloves, disposable apron and a facemask.
- Clean clothes should be found for the child, if necessary, from the child's bag.
- For older children, where ever possible the child should remove their own wet/soiled clothing, and drop them into a carrier bag. This bag is then hung on the child's peg. Wipes should be handed to the child to clean themselves; these are then dropped into a nappy bag before appropriate disposal.
- If the adult suspects that the child has a stomach upset or diarrhoea then parents/carers should be informed, and the appropriate procedures followed.
- If during being changed the adult has any concerns regarding the child's behaviour, marks on their body, the designated safeguarding staff member and the child's key person must be informed and the appropriate report (Log of Welfare concern) completed.
- When a child has received intimate care this must be recorded in the intimate care log and parents/carers informed.
- Please also refer to the Policy for Intimate Care.

Updated: October 2021