



Intimate Care Policy

This policy was adopted by the Full Governing Body.

Issued: Spring 2023

Next review: Spring 2025

Signed:

Signed:

Chair of Governors

Headteacher

Date:

Date:

Intimate Care and Toileting Policy

(Including the safe disposal of nappies, pull-ups and gloves)

Aim

At Stonehill School we aim to meet the needs of all our children and promote their welfare. We recognise and assist children with intimate care where needed, and ensure that the children are treated with courtesy, dignity and respect at all times.

Intimate care is defined as care involving cleaning or wiping to intimate personal areas, which some children may need support in doing because of their young age, physical difficulties or other special needs.

Due to the developmental stages of the children that we work with, we support them with their personal care: reminding children to go to the toilet, hygiene, etc. to develop their independence. As outlined, in the Foundation Stage curriculum, we are responsible for children's personal care skills, as an essential part of Personal Development, in order to be able to access the rest of the curriculum.

On some occasions children may come to our setting in nappies or pull-ups. We support children sensitively and with dignity in this matter. Also, from time to time some children will have accidents and need to be attended to. Parents/Carers are asked to supply nappies or pull-ups for their child in a bag to be hung on their child's peg. A change of clothes needs to be provided for every child to be kept on their peg in case of accidents.

If a child has needed help with meeting intimate care needs (i.e. had an accident), this is treated as confidential and shared with the parents in person at the end of the day.

Implementation

Staff training

All staff are knowledgeable about intimate care/personal care. They are aware of their responsibilities, relevant policies and procedures in place (including adhering to Child Protection, Health & Safety, Confidentiality).

All Stonehill School staff are DBS checked and have received training for very specific intimate care procedures, where relevant from health care or medical professionals involved with the individual child's care. All staff undertake their duties in a professional manner at all times. They are also fully aware of best practice, including hygiene.

Intimate Care/Personal Care Plan

If a child requires regular assistance with intimate care staff will meet with the parents/carers and, if necessary, any associated medical or health care professionals to discuss the child's needs and devise an agreed intimate/personal care plan. The Stonehill School format will be used to document the care agreed and we will monitor and review the plan on a regular basis. The child's individual care plan will be reviewed on a pre-agreed timescale.

Practice

Staff in Early Years form a strong, trusting relationship with the child. They ensure that it is a positive experience that is safe and comfortable for all. Whilst the child is having their needs met, it is treated as a time to converse and promote their personal development.

The child is encouraged to undertake dressing and undressing.

The toilets in Early Years are used to attend to a child's needs and every effort is made to ensure privacy and modesty.

Most procedures are carried out by two designated adults. However, careful consideration is given to the child's individual circumstances to determine how many practitioners might need to be present when a child needs help with intimate care.

If a child is unhappy or anxious about the care being provided, the issue will be addressed to ensure that we continually meet the child's needs.

Working with parents

We work closely with parents/carers to identify and ensure we meet the child's needs. Cultural and religious values are respected when planning for their care. We seek to engage in regular communication with parents and monitor and review the plan together.

Working with outside agencies

We work closely with outside agencies and utilise their knowledge and expertise where necessary. The SENCO co-ordinates this approach.

Safe disposal of nappies, pull-ups and gloves

We have in place good hygiene practices to stop infection when disposing of waste.

We follow stringent nappy/pull-up changing procedures to ensure the safe disposal of waste.

Changing a nappy

Clean disposable gloves are worn every time a child is changed. Staff will wash their own hands thoroughly before and after each nappy change.

Whilst changing, children's skin is cleaned with a disposable wipe.

Gloves and wipes are disposed of hygienically and safely by double bagging in clean nappy sacks and placed in the bin in the toilet area.

Any wet or soiled nappy or pull-up are double bagged in nappy sacks, then placed in a designated nappy disposable bin. The bin is emptied weekly by PHS.

All bins in the Early Years unit are emptied and cleaned at the end of the day. We dispose of our waste in accordance with the Department of Health and Hertfordshire County Council guidelines.

This policy has been written in accordance with the Disability Discrimination Act (amended 2005).

Appendix 1



Parental Permission for Intimate Care

Should it be necessary, I give permission for to receive intimate care (e.g. help with changing or following toileting).

I understand that the staff will endeavour to encourage my child to be independent.

I understand that I will be informed discretely should the occasion arise.

Signed:.....

Adult with parental responsibility for:.....



Record of Intimate Care

Appendix 3



Other professionals involved in care/advisory role:

(School Nurse, Health Visitor, Specialist Nurse, OT/Physio SEND Staff)

Additional Information:

.....is the named adult who will administer
intimate care for.....

I have read the Intimate Care/Toileting Policy provided by Stonehill School. I give permission for the named member(s) of staff to attend to the care of the needs of my child and are in agreement with the procedures proposed.

Name of Parent/Carer:.....

Signature:.....

Head/SENCO:.....

Date:.....
