

Intimate Care Policy

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.1 Child development 1.2 Inclusive practice 1.4 Health and well being	2.2 Parents as partners	3.2 Supporting every child	4.4 Areas of learning and development

First Steps Pre-school accepts there may be times when staff will need to provide intimate care for a child: This may include bottom wiping, nappy changing, applying cream (with permission) removing clothes due to soiling, vomiting or wet play. Staff will follow the procedure below:

- Explain sympathetically to the child that you need to help them to get cleaned up.
- Plastic gloves and apron will be worn and soiled clothing / items will be wrapped and either disposed of or handed back to parent / carer. Gloves are changed after each child, apron must be changed if there is a risk of cross contamination of after changing nappies that require the apron to be changed. All nappies are put in a nappy sack, heavily soiled and very wet nappies are double bagged and all are placed in outside green bin.
- Staff on intimate care will regularly check/clean toilets and will sign the board to say this has been completed.
- All efforts will be made to provide a private space for the child to be changed in. This area may change depending on session time and the needs of the child. If changing takes place on the floor a changing mat will be used.
- Staff and child's hands will be washed using soap and water and all surfaces and changing mat will be disinfected to avoid cross contamination.
- Staff employed by First Steps who have a DBS check will be allowed to provide intimate care. A DBS checked volunteer/student may be involved at the discretion of the supervisor. Parents are NOT permitted to provide intimate care.
- If a child objects to a member of staff providing intimate care parents will be contacted to come to First Steps and provide the care themselves if necessary.
- Parents are asked to fill in and sign a form giving consent for intimate care including preferred time of nappy change and any other relevant information. Staff will use this form to keep a log of all changes and relevant details.
- Pre-school toilets are a restricted area and should only be accessed by staff or regular volunteers who have a full DBS. Parents/carers are not encouraged to take their children to the toilet at pre-school. If a child has been identified as needing specific support in this area, a parent/carers may be allowed to take their child to the toilet following agreement with their keyworker or the supervisor. In the event of this, a member of staff will ensure the safety of other children who may be in the toilet area. The outside disabled toilet could also be used if parents/carers wish to take their child to the toilet before session. Parent/carers must not take other children to the toilet under any circumstances.

This policy was adopted at a meeting of

First Steps Fountain Of Life Pre-School

Held on (date)

Signed on behalf of the Management Team

Role of signatory (e.g. chairperson etc)

Review date

Or earlier following any incident