

Frome Valley Preschool

Intimate Care Policy

This preschool takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care. Meeting a pupil’s intimate care needs is one aspect of safeguarding. 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. We recognise that there is a need to treat all children with respect when intimate care is given.

No child is excluded from participating in our preschool 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 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.

This policy aims to clearly demonstrate our practices for when children may need toileting assistance, nappy changing or require clothing to be changed.

Definition of 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, such care will involve procedures to do with personal hygiene, dressing and toileting as part of a staff member’s duty of care.

Our Approach to Best Practice

The child who requires intimate care is treated with respect at all times; the child’s welfare and dignity is of paramount importance. We aim to keep the child safe and comfortable at all times and this includes the provision of intimate care.

The management of children with specific intimate care needs will be carefully planned. Staff who provide specific intimate care will be trained to follow this policy. The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can. Individual intimate care plans will be drawn up, where necessary, for particular children as appropriate to suit the circumstances of the child.

Each child’s right to privacy will be respected. Careful consideration will be given to each child’s situation to determine how many carers might need to be present when a child is toileted. Where possible, one child will be catered for by one adult unless there is a sound reason for having more adults present.

Where there are specific intimate care arrangements, these will be discussed with parents on a regular basis and recorded on the child’s care plan if necessary. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

Staff are able to support the toilet training procedure. Staff will do their best to support and encourage the child with becoming independent with their toileting. Parents can be offered advice on current best practise in order to support this process.

When children are still in nappies or pull-ups:

They will be changed within the shared toilet area on a suitable changing table that a child can access using the steps provided. When changing or toileting children is taking place the door will remain open so that the member of staff and child are visible, but privacy is given as they are away from other children.

Nappies will be changed twice in a 6 hour period, once in the morning session and once in the afternoon session, unless more is needed due to soiling or excessive wetness.

We will always let another member of staff know when we are attending to a child who needs to have their underwear or nappy changed. No voluntary members of staff will be involved in changing children.

We will ask the parents of children who are still in nappies to send them to preschool with their own nappies or pull ups and changing wipes. We ask parents to also supply a change of clothes in case needed.

We will put on gloves before changing starts and the areas are prepared. All our staff are familiar with our hygiene procedures and carry these out when changing nappies.

We are gentle when changing; we avoid pulling faces and making negative comments about ‘nappy contents’. We do not make inappropriate comments about children’s genitals when changing their nappies and will talk to children about what we are doing. In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.

We dispose of nappies and pull ups hygienically in a hazardous waste bin which is disposed of at the end of the day, or /when filled up, in a larger hazardous waste bin.

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].

When children are toilet training:

We encourage children who are not yet managing their own toileting to take an interest in using the toilet. The toilet is a bright and friendly environment, we aim to make it a space where children feel comfortable and safe.

The door remains open at all times when an adult is in the toilet area with children.

We aim to support families to develop their child’s interest for toileting. This independence is increased at the appropriate stage of each individual child.

We encourage children to be independent and self-manage undressing/dressing and toileting when possible including to wipe themselves and to flush the toilet after use.

We encourage children to wash their hands, and have soap, hand towels and air dryers to hand. We do not use antibacterial hand wash liquid or soap for young children; young skin is quite delicate and antibacterial products kill off certain good bacteria that children need to develop their own natural resistance to infection.

Procedures for changing clothes and supporting continence in children:

Children are asked to get their spare clothes from their bag and go to the bathroom area to be changed, if they are able too.

Children are encouraged to do as much as they can by themselves i.e. taking off their shoes, putting the wet or soiled clothes into a waterproof bag to take home, and putting on their clean clothes

Staff will, in the first instance; assist by guiding the child verbally to meet their personal care.

Staff will use words and appropriate ways of communicating with each individual child throughout the process.

Staff will ensure other staff members are aware that they are in the bathroom area and for what purpose.

When children are fully toilet trained, we encourage all children to request support when needed. An adult will not follow a child into the toilet area unless needed.

When needed (for example there is a smell of soiled nappies or pants), then a member of staff will check children in nappies or pants, but will make sure they communicate what they are doing and why to each individual child. Other staff will be informed also. We will support children if they are soiled.

Needs

Where a child is unable to carry out personal care needs themselves, the staff will support the children within the children’s toilet area to assist the privacy and effective care of the child, ensuring the welfare of the child at all times.

What we ask of Parents:

* To teach and support their children how to: pull down/up their own pants; how to wipe their own bottom; how to flush the toilet etc.
* To ensure their child wears clothes that the child is able to manipulate independently, i.e. easy buttons, zips etc.
* To provide spare clothing each day in their child’s bag in the event that clothing needs to be changed. preschool children may occasionally have toileting accidents and they are often happier to change into familiar clothes that they identify as their own.
* To inform the preschool of any cultural sensitivities around the area of toileting and changing
* To inform staff if their child is not clean/dry yet or still requires assistance with wiping.
* To provide permission for staff to change/clean their child if they have wet or soiled. (Application form)

Staff will:

* Respect the privacy, preserve the dignity and encourage the independence of children;
* Protect and safeguard the health, safety and wellbeing of the child and staff and to protect from harm or allegation;
* Carry out the continence care plan as agreed with children who have had an Intimate/ Continence
* Model correct hand hygiene techniques and encourage children to wash hands properly, visual instructions on how to do this are also on display in the children’s toilets
* The child’s preferred means of communication e.g. visual, verbal. Terminology for parts of the body and bodily functions will be agreed with the parents
* Follow individual children’s continence care plans and support these children in their toileting needs, as stated their Intimate/ Continence Care Plan
* Support any child who may have had a toileting accident,
* Ensure the supply of spare clothes for an emergency situation only

Application of sun cream

Preschool encourage families to apply sun cream to their children before they enter the setting. We recommend using an all-day sun protection in order to be as safe from harmful rays as possible. Families are asked, if not wearing an all-day sun protection cream, to bring in a labelled bottle of sun cream for their child, if possible, so this may then be reapplied after lunch. According to current guidelines, these bottles are stored away from light and heat in a basket on a shelf, out of reach of children.

Sun cream is applied after lunch. We expect to use a tablespoon per child depending on clothing worn. This will be applied by an adult, encouraging the child to help if they are able, staff will wear a new glove for each child’s application.

Staff will be alert to any child showing signs of overexposure to sun despite precautions being taken as described above. The child will be taken inside. The correct first aid will be administered where necessary.

\*Please also see Sun protection policy.

The Protection of Children.

Child Protection procedures will be adhered to. If a member of staff has any concerns about physical changes in a child’s presentation, e.g. marks, bruises, soreness etc., he/she/they will immediately report concerns to one of our Safeguarding Officers. If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed (see our Safeguarding Policy for details).

The management team regularly conducts working practice observations on all aspects of the preschool operations to ensure that procedures are working in practice and all children are fully supported by the staff. This includes intimate care routines.

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

If any parent or member of staff has any concerns or questions about intimate care procedures or individual routines, please see the manager at the earliest convenience.