Intimate care Policy

**Our Aim:**

To ensure that areas of intimate/personal care that children require support with such as nappy/pads changing, wiping, washing, dressing and First Aid is carefully planned by the setting to ensure that individual needs of children are taken into consideration and are met respectfully by staff in a clean environment. Fowlmere Playgroup will consider the appropriateness of any areas of the setting which may place staff or children in vulnerable situations and alternative areas will be strongly considered. For children who are toilet training we will ensure that additional facilities are added to our bathroom provision such as potty’s/training seats to support the development of this vital self-care skill.

We as a setting will ensure that…

* Staff who provide intimate care are trained during induction to meet the needs of individual children. Where possible children’s key workers will provide/support intimate care. First Aid or medical support will be conducted by a qualified first aider.
* All staff performing intimate care are DBS checked.
* All staff adhere to the setting’s safeguarding and child protection policy.
* Suitable equipment and facilities are made available.
* Every intimate care procedure will be completed within an atmosphere of total respect and dignity both for the individual receiving care and for the person involved in giving the care, whilst ensuring the door is left open to ensure staff are not alone with the child/ left vulnerable.
* Staff carrying out intimate care are appropriately supported and are all aware of familiar hygiene procedures that need to be undertaken when supporting children with their intimate care such as ensuring gloves/apron are worn and changing mat cleaned before/after use. All these items are stored in our “intimate care caddy” within the bathroom area.
* 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.
* Every plan supporting intimate care must demonstrate how the child/young person can be enabled to develop their independence as far as is reasonably practical for the child/young person such as helping to undress/dress or putting on/off shoes.
* The needs and wishes of the child/young person are taken into consideration.
* Intimate care is logged and recorded and records retained. The record will include the date and time the intimate care was carried out and by whom, as well as anything out of the ordinary, such as soreness, consistency of faeces, colour/ quantity of urine. This is then to be recorded in their communication book.
* Mobile phones, cameras and technological devices are not used by children or staff in areas where intimate care is carried out.
* Nappies/pull up’s are disposed of hygienically. Cloth nappies, training pants and ordinary pants/clothes that have been wet or soiled are bagged for parents to take home.
* To work with parents towards toilet training unless there are medical or other developmental reasons why thus may not be possible/appropriate.
* Be willing to offer advice and signpost to useful information/ services should parents need further support regarding toilet training. Links available on the ‘support for parents’ section on our website – www.fowlmereplaygroup.co.uk

**Intimate care – safeguarding children**

If a member of staff has any concerns about physical or behavioural changes in a child/young person’s presentation, e.g. marks, bruises, soreness, becoming watchful and wary, freezing, gaze aversion; they will immediately pass their concerns to the Designated Person for child protection in their setting.

Children and young people are entitled to respect and privacy at all times and especially when in a state of undress, changing clothes, bathing or undertaking any form of personal care. There are occasions where there will be a need for an appropriate level of supervision in order to safeguard young people and/or satisfy health and safety considerations. This supervision should be appropriate to the needs and age of the children and young people concerned and sensitive to the potential for embarrassment.

Research has shown that young children are especially vulnerable to abuse in additional to children and young people with disabilities. It is important to remember that some individuals may choose this line of work to gain access to vulnerable children in order to abuse them.

Adults will be vigilant about their own behaviour, ensuring they strictly follow agreed procedures and be mindful of the needs of the children and young people with whom they care for. In the event of an allegation being made against a member of staff, volunteer or student, the procedures for Allegations of Abuse (as per the guidance and flow chart) will be followed.

**Parent’s responsibility:**

* To ensure that children have their own named bag at each session within the cloakroom containing a change of clothes and nappies/pullups if needed. Staff will notify parents/carers if more intimate care supplies or spare clothes are needed.
* If a child has a known allergy or sensitive skin that wipes are provided that are appropriate for the child.
* To discuss toilet training and routines/methods that are used at home to support continuity in our environment as well as at home. This may include bringing their own potty/ toilet seat to the setting whilst they become comfortable with the toilet training transition, and progression to using the settings toilet aids.

* For children with more complex needs parents/carers must share this information with staff prior to the child starting at the setting so that a meeting can be set up between staff and parents to agree upon, an appropriate written plan for intimate personal care. In this meeting we can discuss, agree and plan upon how we are best going to meet their individual needs. This will be reviewed on a regular basis and updated with any changes.

**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.

We ensure that our outing bag contains supplies of nappies, wipes, changes of clothes, hand sanitiser etc. To ensure we are appropriately prepared if intimate care should be needed by an individual when out of the setting.

**Adoption and annual review of the policy**

**This policy was adopted at a meeting of:** ……..Fowlmere Playgroup………

**Held on:**  …………..Dec 11th 2018…………

**Signed on behalf of the**

**Management Committee / Proprietor: ………**K Holwell **………………………**

 ………………….Chairperson…………..…….

**This policy was reviewed on:**

 **Reviewed Dec 2019 Jasmine Redrup**

 **Dec 2020 Jasmine Redrup**

 **Dec 2021 Verity Smith**

 **Jan 2023 Verity Smith**

 Jan 2024 Verity Smith