



## **Little Cherries Intimate Care Policy**

### **Introduction**

Little Cherries is 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 and dignity when intimate care is given.

This policy sets out clear principles and guidelines on supporting intimate care with specific reference to toileting. It should be considered in line with our Safeguarding, Health and Safety and Administering Medicines policies.

### **What is intimate Care?**

Intimate care could involve dressing and undressing, washing (including intimate parts), helping someone use the toilet and changing of nappies (or carrying out a procedure that requires direct or indirect contact to an intimate personal area).

### **Our approach to best practice**

Support for the intimate care needs of children will be carefully planned and should be a positive experience for all involved. When intimate care is given, the member of staff explains to the child fully each task that is carried out, and the reason for it. Staff encourage children to do as much for themselves as they can, lots of praise and encouragement will be given to the child.

The setting will ensure that:

- Staff who provide intimate care are trained to meet the needs of individual children.
- All staff adhere to the setting's safeguarding and child protection policies.
- Suitable equipment and facilities are made available.
- Staff carrying out intimate care are appropriately trained and supported.
- Where possible one to one care will be provided unless there is an identified need for having more adults.

- Staff changing nappies or clothes will leave the door to the changing area (disabled toilet) partly open, this is to ensure that children are within sight of other staff whilst maintaining their dignity and privacy at all times.
- Intimate care is discussed and agreed with parents and carers.
- The needs and wishes of the child are taken into consideration.
- An appropriate written plan for intimate personal care is agreed and shared with the child 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, tablets 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 behavioural changes in a child's presentation, e.g. marks, bruises, soreness, they will immediately pass their concerns to the Designated Person for child protection. This is Manager/Lead Practitioner Anita Yates and Deputy Dawn Sheehan.

Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines and be mindful of the needs of the children 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) will be followed.

### **Nappy changing**

No child is excluded from participating in our setting 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.

Little Cherries provide nappy changing facilities and exercise good hygiene practices in order to

accommodate children who are not yet toilet trained.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgmental concern of adults.

#### Procedures

- Our staff have a list of children who require nappy/pull-up changes and this is monitored throughout the session. Staff ensure that these children are changed at least once during a session and more frequently if required.
- Little Cherries changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes.
- Each child has their own bag to hand with their nappies or pull ups and wet wipes.
- Our staff put on disposable gloves and aprons before changing starts and the areas are prepared.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- Little Cherries staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- 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.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- We encourage children to wash their hands, and have soap and paper towels to hand. They should be allowed time for some play as they explore the water and the soap.
- Little Cherries do not use anti-bacterial hand wash liquid or soap for young children; young skin is quite delicate and anti-bacterial products kill off certain good bacteria that children need to develop their own natural resistance to infection.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- We dispose of nappies and pull ups hygienically. Cloth nappies, trainer pants and ordinary

pants that have been wet or soiled are rinsed and bagged for parents to take home.

- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups or clothes in the setting this may constitute neglect (and will be a disciplinary matter).

### **Visits and outings**

The setting has robust procedures and plans in place for the day to day intimate care needs of children, but further consideration will be taken in good time before a trip or for an activity.

### **Dealing with body fluids**

Urine, faeces, blood and vomit will be cleaned up immediately and disposed of safely in the nappy bin and by double bagging. When dealing with body fluids, staff wear protective clothing (disposable plastic gloves and aprons) and wash hands thoroughly afterwards. Soiled children's clothing will be bagged to go home. Children will be kept away from the affected area until the incident has been completely dealt with.

All staff maintain high standards of personal hygiene, and will take all practical steps to prevent and control the spread of infection.

### **Useful contacts**

Early Years Safeguarding Manager (Gemma Hope)	01223 714760 or gemma.hope@cambridgeshire.gov.uk
Safeguarding Children's Advisor (Fiona Fletcher)	01223 729043
Ofsted	0300 123 1231

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This policy was adopted at a meeting of *Little Cherries*

Held on: Monday 7<sup>th</sup> May 2019

Date to be reviewed: May 2020

Signed on behalf of the management committee:

Name of signatory: Jennie Peacock

May 2019

Review date: May 2020