



INTIMATE AND PERSONAL CARE

Purpose

We believe that all children need contact with familiar, consistent carers to ensure they can grow and develop socially and emotionally. At times children need to be cuddled, encouraged, held and offered physical reassurance.

Policy

Intimate care routines are essential throughout the day to meet children's basic needs. This may include nappy changing, supporting children with toileting, changing clothes, and giving first aid treatment and specialist medical support, where required.

In order to maintain the child's privacy, we will carry out the majority of these actions on a one-to-one basis, wherever possible, by the child's key carer with the exception of first aid treatment which must be carried out by a qualified first aider.

We wish to ensure the safety and welfare of children during intimate care routines and safeguard them against any potential harm, as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties through the following actions:

- Promoting consistent and caring relationships through the key carer system in the nursery and ensuring all parents understand how this works
- Ensuring all staff undertaking intimate care routines have suitable enhanced DBS checks
- Training all staff in the appropriate methods for intimate care routines and arranging specialist training where required, i.e., first aid training, specialist medical support
- Conducting thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to intimate care routines
- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training
- Working closely with parents on all aspects of the child's care and education as laid out in the [Parents as Partners policy](#). This is essential for intimate care routines which require specialist training or support. If a child requires specific support the nursery will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs
- Ensuring all staff have an up-to-date understanding of safeguarding/child protection and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns as set out in the [Safeguarding/child protection policy](#)
- Operating a [Whistle-blowing policy](#) to help staff raise any concerns about their peers or managers, and helping staff develop confidence in raising worries as they arise in order to safeguard the children in the nursery
- Conducting [working practice observations \(Teaching Peer Observations\)](#) on all aspects of nursery operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes intimate care routines
- Conducting regular [risk assessments](#) on all aspects of the nursery operation including intimate care and reviewing the safeguards in place. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

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Personal Care

Children and their families should not be excluded, or treated less favourably, because they have personal care needs - for example, wearing nappies, having occasional 'accidents' or needing ongoing support with personal care. We will work to ensure that every child can easily access care, play and learning experiences in our nursery.

We believe that children are entitled to:

- Be consulted about their personal care, in accordance with their age and maturity.
- Have personal care needs to be met by people they know and trust.

We believe that parents/carers are entitled to:

- Be consulted about their child's personal care, to ensure that it is sensitive to the family's culture and matched to the child's needs.
- The assurance that their child will, whenever possible, only receive personal care from people who know him/her well.
- Support in managing 'toilet training'.

We believe that staff are entitled to guidance or training to enable them to:

- Listen to children's preferences regarding personal care and respect their rights to privacy and dignity.
- Meet children's individual needs.
- Protect children and themselves from infection or inappropriate handling.
- Feel informed and confident about their responsibilities for personal care with regard to current guidance and legislation.

Managers are responsible for ensuring that changing areas are appropriately adapted and equipped.

Associated Documents

- [Safer Recruitment/Suitability Policy](#)
- [Supervisions Policy](#)
- [Parents as Partners Policy](#)
- [Whistleblowing Policy](#)
- [Teaching Peer on Peer Observations](#)
- [Nappy Change and Toileting Risk Assessments](#)
- [Safeguarding/Child Protection Policy](#)
- [Blank Risk Assessment](#)