



## **Intimate Care Policy**

The Pre-school 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 when intimate care is given. No child should be attended to in a way causes distress, embarrassment or pain.

### **Definition**

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up after a child who had soiled him/herself) to intimate personal areas. In most cases such care will only be delivered by staff suitably trained and assessed as competent to undertake the procedure.

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

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is treated with respect at all times, the child's welfare and dignity is of paramount importance.

Each child's intimate care will be carried out by their Key Worker or another familiar adult. Staff who provide intimate care are trained to do so (including child protection and moving and handling) and are fully aware of best practice. 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 him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up 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. When possible one child will be catered for by one adult unless there is sound reason for having more adults present. If this is the case, the reasons should be clearly documented. Although an adult must not be alone in that room with the child.

Intimate care arrangements will be discussed with parents and carers on a regular basis and recorded in a child care plan. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

### **Personal Hygiene and Toilet Policy**

All young children need to learn about personal hygiene and good routines for going to the toilet. In order to aid staff to promote this amongst all age groups the following guidelines are to be used;

- Staff need to be good role models for the children, participating and showing children how to wash their hands. This should occur on a regular basis throughout the day as part of the general routine in caring for the children who attend our pre-school.
- The children should be supervised with hand washing and toilet arrangements.
- Privacy of the children is maintained.
- Children in nappies will have their nappies changed in the toilet area. Staff are to wear appropriate protective clothing and ensure nappies and waste are disposed of appropriately and safely.
- Every time staff go to the toilet with the children they are to visibly check for supplies and also the cleanliness of the toilets, hand basins, floor etc.
- Staff and children are to wash their hands before and after meals together!
- Staff use appropriate strategies to check handwashing especially after children have visited the bathroom independently.

These guidelines are to help children and staff improve standards of personal hygiene throughout the day.