

Long Mead Primary and Bright Stars Preschool

Nappy Changing, Intimate Care and Toileting Policy

We are committed to safeguarding and promoting the welfare of children and meeting their needs. We assist children with intimate care where needed and ensure that they are treated with courtesy, dignity and respect at all times. We are committed to ensuring that all staff responsible for the intimate care of children undertake their duties in a professional manner. A designated member of staff with whom the child has a strong, trusting relationship takes responsibility for providing intimate care needs, and we address issues on an individual basis.

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas, which some children may need support in doing because of their young age, physical difficulties or other special needs.

Intimate care tasks are associated with bodily functions, body products and personal hygiene that necessitate contact with or exposure of the genitals. Examples include support with dressing and undressing (underwear), changing nappies, helping someone to use the toilet or washing/cleaning intimate parts of the body.

Our staff will work in close partnership with parents and carers to share information and provide continuity of care.

Good hygiene practices are always followed at Long Mead Primary and Bright Stars Preschool. Children are shown how to use the toilet and how to wash their hands each time they have used the toilet. Adults continually supervise the children and will help with cleaning if necessary; however, independence is always encouraged. 'Accidents' will be dealt with calmly, sympathetically and in a way which does not make the child feel they have done anything wrong.

Children are encouraged to practise and develop their personal hygiene skills with increasing levels of independence as part of their transition programme into Reception. In order to help children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are always allowed. As the children progress through the school, they are gradually encouraged to use the toilet at break times.

In the event that a child at the school is still wearing nappies, the following procedure is followed.

Nappy Changing Procedure for staff

Two people will always be in the class area when a nappy is being changed.

- ❖ Get the nappy, wipes, apron and gloves ready.
- ❖ Put the apron and gloves on, collect the child you are changing.
- ❖ Support the child to climb up onto the changing table or use the changing mat on the floor.
- ❖ Remove the nappy and dispose of it in the nappy bin.
- ❖ Clean the child using wipes (their own if they are provided).
- ❖ Put the clean nappy on the child.
- ❖ Take the child back to class.
- ❖ Spray the mat with antibacterial spray and wipe it down.
- ❖ Remove the apron/gloves and dispose of them in the nappy bin (this is emptied regularly).
- ❖ Wash hands with antibacterial soap.

Procedure for attending to children who have had 'accidents':

Parents of EYFS children are all asked to ensure that spare clothing is kept in the child's bag in case of accidents. The school does also keep a supply of spare clothing and underwear; parents are asked to launder and return this to school. If a child beyond the EYFS has ongoing problems with bladder or bowel control, parents are asked to supply clean clothes and wipes as necessary. Staff will use disposable gloves, and wet or soiled clothing will be double-bagged and either disposed of or given to parents discreetly at collection time.

Every effort is made to ensure privacy and modesty. Staff members **must** inform a colleague that they are about to assist a child in this way. The child will be encouraged to undertake as much of the procedure for themselves as possible, but we understand that they may need help and support with:

- ❖ Removing soiled clothes

- ❖ Cleaning skin (may include genitalia, bottom, legs, feet)
- ❖ Dressing in clean clothes

The member of staff will pay attention to the level of comfort for the child and also any distress. Parents/carers will be notified.

Our intention is that no child will ever be left in wet or soiled clothing. As soon as staff members become aware of any need, they will clean or help to clean the child and check regularly to ensure that he/she is clean before being collected to go home.

We ensure that children are given positive praise and encouragement as they master these important personal skills.

We will ensure meetings take place with parents/carers if children enter Reception class and are still required to wear a nappy. Support will be put in place to discuss how to support the family and child in becoming toilet trained. This may include more regular meetings, support in school, encouragement at home or further support from the doctors.

September 2022

To be reviewed: September 2024