

## North Baddesley Infant School

### Intimate Care Policy

This policy was agreed and formally adopted on May 2019

This policy will be reviewed on a regular basis.

Last review: September 2023



### Policy statement

We aim to support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. Toddlers will have their nappies changed according to their individual needs and requirements. We work with parents towards toilet training unless there are medical or other developmental reasons why this may not be appropriate at the time. We see toilet training as a key self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults. Information will be shared between parents and key person about nappy changing and toilet training. We wish to ensure the safety and welfare of the children whilst being changed and safeguard against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. Through the following actions we will endeavour to support all parties:

### Procedures

- We will provide nappies, pull-ups and wipes for all children who require them; the information about nappy brand and size is obtained from the parent/carer prior to their child/ren starting Nursery.
- All nappy changes will be recorded by the member of staff responsible. It will also be recorded whether the nappy was W (wet) or S (soiled) and C (cream – if applied), time of nappy change and initialled by the member of staff.
- When changing a nappy, staff members must wear a disposable apron and disposable gloves. These must be removed after every nappy change, disposed of and new ones worn for the next nappy change.
- Children are changed within sight of other staff to safeguard all parties whilst maintaining their dignity and privacy at all times. Children will never be left unattended while they are on the changing mat.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies, while children will be taught basic hygiene procedures (washing hands for 30 seconds with soap and warm water, then drying them with a paper towel).
- We fully support toilet training and will work with the child and their parents/carers to encourage this at the right time. Should potties be used, staff will give children privacy, by

**Commented [BW1]:** Is the colour super important? Wondering whether we are limiting ourselves here.

sitting them out of sight of passers-by. After use, staff will dispose of the waste appropriately in a toilet and clean the potty thoroughly.

- Once fully toilet trained, children will be able to access a toilet whenever necessary and will be encouraged to be as independent as possible.
- We dispose of nappies and pull ups hygienically; the nappy, whether wet or soiled, will be bagged and placed in a nappy bin which will be disposed of appropriately. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home. Washing facilities are not available in the Nursery.
- If a child, who is toilet trained, has a wetting or bowel movement accident, the soiled underwear will be placed in a nappy sack and then into the child's bag or on their peg immediately.
- The changing mat will be disinfected with anti-bacterial spray and dried with paper towel between each nappy change.
- Should a child require nappy cream, only nappy creams brought in by the parents/carers for their own child may be used on the child. Staff will record when a child is sore and cream has been applied. In case of an emergency, the Nursery will have a pot of antiseptic cream to apply to children who are sore. Permission for 'ad hoc' care is provided by parents/carers prior to their child/ren starting at Nursery.
- Should a member of staff have any concerns about a child they should follow the Infant School & Nursery's child protection procedures, in which they have received full training.