



**Stoborough Nursery Intimate care policy and procedure**

**UNCRC Article 3- Best Interest of the child, Article 23- Children with disabilities and Article 24-Health and health services.**

Intimate care involves areas of personal care, which most people normally do for themselves but some are unable to do because of impairment, disability or because they are not developmentally able to. We aim to provide intimate care to a child, which acknowledges the responsibilities and protects the rights of everyone involved. We believe that children have the right to be treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one. We acknowledge that it is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. We also believe that every child should be encouraged to have a positive image of its own body. We aim to provide guidance and reassurance to staff, and protect the rights and well being of children.

**Procedure**

We will liaise closely with parents/guardians of all children to obtain as much information as possible in order to make the process of intimate care as comfortable as possible. We will endeavour to take all of their individual concerns into account. We are conscious that this is a sensitive issue and will ensure all of our staff are aware of our confidentiality policy. We believe that information on intimate care should only be communicated by sealed letter, personal contact or telephone between parents/guardians and the member of staff concerned.

We will ensure that all staff are familiar with the normal precautions for avoiding infection and that they are aware of our hygiene policy and procedure. I.E. The use of disposable gloves and aprons plus, the correct procedures for waste disposal.

We will encourage our staff to take part in any appropriate training whether it is internal or external training and we will endeavour to provide supervision and induction of all staff.

We will ensure that all staff are familiar with Stoborough Nursery nappy Changing Procedure- please see over.

We will endeavour to ensure privacy appropriate to the child's age and situation when carrying out intimate care.

We will allow the children to care for themselves as far as they are able to, and encourage our staff to promote appropriate use of toilets and associated skills.

We will be aware of and responsive to the child's reactions, and provide reassurance whenever this is required.

It is not normally practical from the point of view of staffing resources, for there to be two members of staff involved in intimate care of one child, and also this will not assist the privacy of the child. We will, wherever possible though, advise our staff to inform another member of staff when they are going to undertake intimate care of a child. Children's intimate care will take place in the children's toilet area with the door open in view of the whole room and other practitioners. We will also ensure that all of our staff are aware of our child protection policy.

The above policy will be reviewed regularly and the procedure monitored and evaluated.

**This policy was adopted at a meeting of the Nursery held on .....**

**Signed on behalf of Nursery by .....**

**Date of next review.....**

**Stoborough Nursery Nappy changing Procedures** [UNCRC Article 3- Best Interest of the child, Article 23- Children with disabilities and Article 24-Health and health services](#)

- ❖ Inform another member of staff when they are going to undertake intimate care of a child.
- ❖ Gather all the necessary items from the child's bag needed before the nappy change, for example, nappy changing mat, nappy, wipes, nappy sack, clean clothes if necessary and cream if necessary (each child should only have their own named cream and written permission obtained from the parent).
- ❖ Put on gloves and apron. **You should use a new set of disposable gloves and disposable apron for each nappy change.**
- ❖ Place the nappy changing mat on the floor of the children's toilet area with the door open in view of the whole room and other practitioners
- ❖ Place the child on a nappy changing mat.
- ❖ Remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
- ❖ If the child's clothes are soiled, you should bag them separately and send them home. You should not rinse them.
- ❖ Using the wipes, clean the child from front to back and place the used wipes in the nappy sack.
- ❖ Put on a clean nappy and apply cream if necessary (see above).
- ❖ Dress the child.
- ❖ Tie the nappy sack and put it in the nappy bin in the accessible toilet.
- ❖ Take off the gloves and apron and put it in the designated nappy bin in the accessible toilet area.
- ❖ Help the child to wash their hands, if necessary, using liquid soap, warm water and paper towels.
- ❖ Return the child to their activity.
- ❖ Return to the nappy changing area and using anti-bacterial spray and paper towels clean the changing mat and surrounding area.
- ❖ Return the nappy changing mat to the accessible toilet area leaving to dry
- ❖ Wash and dry your hands.
- ❖ Record in Nappy Changing Log in the Register.

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