

## Safeguarding and Welfare Requirements: Health

Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies.



### 6.4 Intimate Care Policy (including nappy changing)

#### Policy statement

*This policy is written to coincide with our safeguarding policy.*

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

It is our intention to develop independence in each child before, during or after potty training. There will be occasions when children will need changing or helping with their intimate care, this may be to wipe a child or change clothing and wipe down wet or soiled areas. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults. We make necessary adjustments to our bathroom provision and hygiene practice in order to accommodate children who are not yet toilet trained. Parents have a responsibility to advise the playgroup of any known intimate care needs relating to their child.

Every child has the right to be safe, have personal privacy, and be treated with respect and to be involved and consulted on their own intimate care. Volunteers, students or visitors will not be involved in the intimate care of any children, this will only be dealt with by a member of staff who holds a current DBS certificate.

These guidelines are to protect and safeguard children and staff:

- Involve the child in intimate care and encourage the child to be independent and offer choice when appropriate.
- Treat each child with dignity and respect and ensure privacy is appropriate without closing doors or taking the child out of the setting.
- Promote positive self-esteem and ensure the child feels confident when you need to provide intimate care. If at any time the child appears distressed or uncomfortable the care should stop immediately and the staff member should report to the Manager.

## **Procedures**

- Gloves and aprons are put on before changing starts and the areas are cleaned. Gloves are not always required for a wet nappy where there is no risk of infection. However, gloves are always available for those staff who choose to wear them. Gloves are always recommended for a “soiled” nappy.
- Ensure that all appropriate equipment and resources are within easy reach.
- Take child to appropriate changing area.
- Babies and young children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- This will be done in a non-secluded area of the playgroup ensuring that whilst the child has privacy the staff member is seated facing out into the setting so all actions can be witnessed in accordance with safe guarding practice.
- The member of staff changing the child will always have another member of staff witnessing the change and both will fill in and sign all relevant paperwork.
- Only staff that have current DBS certificates will be able to carry out this procedure.
- No parent, helper, student or visitor will be allowed to change soiled nappies / clothing unless they are a student on a long term (qualification) placement who must have undertaken an enhanced DBS check first. They must always be supervised by another member of staff.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, key persons ensure that nappy changing is relaxed and a time to promote independence in young children.
- Young children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- They should be encouraged to wash their hands and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used for young children.

- Key persons are gentle when changing; they avoid pulling faces and making negative comment about 'nappy contents'.
- Key persons do not make inappropriate comments about young children's genitals when changing their nappies.
- **Changing girls: When cleaning ensure that the soiled area is cleaned from the front to the back passage.**
- **Changing boys: When cleaning ensure that you do not push the foreskin back.**
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and 'pull ups' are disposed of hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for the parent to take home.
- NB. If young children are left in wet or soiled nappies/'pull ups' in the setting this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care' towards children's personal needs.
- Nappy area to be cleaned thoroughly afterwards.
- All aprons, gloves, nappies to be disposed of in the yellow bin.
- Ensure that all staff wear fresh gloves for each individual child.
- Stick an identifying label on the outside of all bagged items.

This policy was adopted at a meeting of	Foundry Lane Community Playgroup Management Committee
Held On	
To be reviewed	Annually
Signed for and on behalf of Foundry Lane Community Playgroup Management Committee	
Name of Signatory	B. Angel
Role of Signatory	Chairperson

Review Date	Reviewed By (Name)	Role	Signed
28.02.13	B. Angel	Chairperson	
31.01.15	C. Carstairs	Treasurer	
11.04.16	S. Andrade	Chair	
01.03.17	J. Tanner	Chair	
19.03.18	J. Tanner	Chair	
09.05.19	J. Stephens	Chair	
27.11.19	J. Stephens	Chair	
12/11/2020	J. Stephens	Chair	