



THE URSULINE PREPARATORY SCHOOL ILFORD

Independent Catholic School for Boys and Girls

Intimate Care Policy

Early Years

October 2023

***To live and learn in harmony,
Caring for each other;
Treating everybody as a sister and a brother;
Reflecting Christ's actions and His message too,
By striving for excellence in all that we do***

Intimate Care Policy

Statement of Intent

Parents are encouraged to help their children with toilet training and being independent in their Health and Self-Care, so there is consistency between home and in our Early Years setting. Accidents can happen and therefore we ask the parents to provide a spare set of clothes, clearly labelled, which are kept on their pegs.

Aim

We are 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 that causes distress or pain.

Children will be treated with dignity and staff must follow intimate care procedures e.g. keeping the door open whilst changing to be in line with the safeguarding policy, when carrying out toileting and changing of clothes.

Children's privacy will be respected throughout and independence will be encouraged; staff will offer support when this is necessary or asked for.

Method

Children are changed in the designated room, where there are facilities for staff to wash their hands.

- *Gloves are used by staff when changing nappies/pull ups*
- *Aprons and masks are provided and used if necessary*
- *Parents are asked to bring a spare set of clothing*
- *If a child is distressed by being changed the parent/carer may be asked to attend the setting to change the child*

After changing a child

1. *Remove latex gloves and wash hands thoroughly. New gloves should be applied for each change.*
2. *Make a record of each change and any notes about it. E.g. child's name, time, member of staff changing and nature of the change.*
3. *Replenish any supplies which may run low for the next changing session. In particular, wet wipes and gloves. Mrs Johnson to be informed in the office.*
4. *The soiled clothes to be placed in a labelled bag on the child's peg. Key Person to be Informed in Nursery and parents to be informed on collection.*