

Introduction

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demand direct or indirect contact with, or exposure of, the sexual parts of the body. Intimate care tasks may include dressing and undressing (underwear), helping someone use the toilet, changing nappies or the equivalent.

This policy is intended to ensure consistency in practise across our Foundation Stage, safeguard pupils, inform parents and protect staff. Our intimate care policy forms part of our wider safeguarding policies within in school.

Policy statement

At Hexthorpe Primary Academy Early Years Foundation Stage 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.

We provide changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained. 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.

Agreed Procedures

All parents of pupils attending Hexthorpe Primary Academy Foundation Stage will read and sign a Permission for Intimate Care form as part of the wider Astrea Permissions on entry to school (Appendix 1) outlining their wishes for staff to undertake intimate care tasks before their child is admitted to school.

On occasions when a pupil may need to be changed it will be done by a known member of staff who will be sensitive to their needs i.e. talk about what they are doing, be gentle and consider their feelings.

All pupils will be encouraged to use the self-care skills that are appropriate for their age e.g. removing clothing, wiping themselves etc.

When necessary pupils will be taken to the adult toilet area in FS1, however pupils may be changed discreetly in any of the EYFS toilet areas. Wipes, bags and spare clothes are stored in the EYFS FS1 adult toilet area/kitchen store cupboards.

Staff will adhere to the procedures outlined below. These procedures will be displayed in all changing areas within EYFS.

Policy Adopted: September 2018

Last Reviewed: June 2020

Hexthorpe Primary Academy Foundation Stage

Procedure for Changing Children



1. Wash hands.
2. Assemble equipment required including any provided by parents/carers.
3. Notify another member of FS staff that you are changing a child.
4. Talk to the child at all times about the changing procedure and encourage independence (e.g. helping to put clothes back on).
5. Put on gloves (plus apron if required).
6. Remove wet/soiled nappy or clothing.
7. Clean child's skin with a disposable wipe.
8. Nappies should be folded inwards on themselves and disposed of in the bagged waste bin provided in the changing area.
9. Any soiled or damp clothing should be placed in a plastic bag and stored for a temporary basis in the changing area and given to parents at the end of session.
10. Once the child has been changed and has left the area, the surface should be cleaned with a detergent spray or antibacterial wipes and left to dry.
11. Gloves, aprons and items used for cleaning the changing area will be disposed of in the bagged bins in the changing area.
12. Hands should be washed thoroughly afterwards.
13. Changing should be recorded on the Hexthorpe Primary Academy changing chart (Appendix 2).

Appendix 1

Intimate Care

Examples of intimate care include help with washing, toileting (including nappies) or dressing. It also includes supervision of pupils involved in intimate self-care.

There will be occasions when your child may have an accident linked to toileting and will need help to be cleaned and change clothes.

Parents/carers will be informed immediately if their child needs help with meeting intimate care needs (for example has had an 'accident' and wet or soiled him/herself) and asked to come into school with a change of clothing, unless previous arrangements have been made regarding medical needs.

I give permission for my child to be changed and cleaned by approved adults whilst in the care of the school

I do not give permission for my child to be changed and cleaned by approved adults whilst in the care of the school. The school will contact me or my emergency contact and I will organise for my child to be cleaned and changed. I understand if I (or the emergency contact) cannot be contacted the staff will act appropriately and I will be informed.

Parent Declaration

I am aware that school policies detailing the above are available via the school website or I can contact the school office at any time for further information.

I have read and understood all of the above. I am aware I can contact the school to amend these permissions at any time.

