



Intimate Care Policy (including nappy changing)

March 2019

Equality Statement:

At The BAWB Federation we work hard to ensure that the culture and ethos are such that, whatever the abilities and needs of members of the school community, everyone is equally valued and people treat one another with respect. Our schools provide pupils and staff with the opportunity to experience, understand and value diversity. In the operation of this policy, we will endeavour to ensure that all members of our school community receive equal treatment irrespective of their age, gender, race, colour, ethnic origin, family commitments, marital status, sexual orientation, disability or religious beliefs.

Principles of Intimate Care

It is essential that care is given gently and sensitively and that every child or young person is treated as an individual and with respect. As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of her/his own body. These principles of intimate care can be put into practice by:

- allowing the child, wherever possible, to choose who provides their intimate care or their parent where the child is unable to make this choice
- encouraging the child to say if they find a member of staff not acceptable
- allowing the child a choice in the sequence of care
- ensuring privacy appropriate to the child's age and the situation
- allowing the child to care for her/himself as far as possible
- being aware of and responsive to the child's reactions.

Intimate care can provide opportunities to teach children about the value of their own bodies, to develop their personal safety skills and to enhance their self esteem. Wherever children can learn to assist in carrying out aspects of intimate care they should be encouraged to do so.

Who should provide intimate care?

Wherever possible, intimate care provided to children and young people will be undertaken by a staff member of the same gender. However, this is dependent on the availability of male and female staff, the number of children that each member of staff is caring for at any one time, as well as the experience and skills of individual staff in relation to who is matched with a child or young person. Staff will take into account the wishes and feelings of children and young people and their carer and through consultation endeavour to find the most suitable arrangement for personal care given the resources available.

Individuals carrying out intimate care procedures will be accompanied by a chaperone.

In our school, intimate care will be planned and delivered in accordance with the child's individual Health Care Plan.



Protocols for Intimate Care

- Staff should get to know the child well beforehand in other contexts and be familiar with her/his moods and methods of communication.
- Staff should speak to the child personally by name so that he/she is aware of being the focus of the activity.
- Staff should have knowledge and understanding of any religious and cultural sensitivities related to aspects of intimate care in respect of an individual child and take these fully into account.
- Where possible ascertain from the child their preferences about how they wish their intimate care to be undertaken with them in their preferred means of communication. Where this is difficult to ascertain it may be possible to determine a child's wishes by observation of their reactions to the intimate care they receive.
- Staff must close the door before allowing a child/supporting a child to undress. If the child is using the bathroom/toilet by themselves, the member of staff should ensure the door is closed.
- Staff must knock on the door before entering the bathroom / changing area.
- Staff should ensure that that the child's privacy and modesty is respected and protected at all times.
- Staff must always wear protective gloves and a plastic apron when they are undertaking intimate care.
- If the child appears distressed or uncomfortable when intimate care is being undertaken with them, the care should stop immediately. Staff should try and ascertain why the child is distressed and provide reassurance. Staff should report this to their manager and inform parents as appropriate.
- Staff should agree with the child where possible and their parent/s appropriate terminology for private parts of the body.
- Staff must always speak to older children in a way that reflects their age and cognitive ability.
- All staff will be trained in the specific types of intimate care that they carry out, and they are required to fully understand this procedure within the context of their work. Training will be sought from the NHS for any specialist intimate care routines prior to any care being provided.
- Where staff are unsure about any aspect of providing intimate care they should discuss this with their manager. Additional training and support can be provided to ensure staff are able to take on this responsibility and feel confident about doing so.

Nappy Changing in Early Years

Occasionally we may have children start nursery who are wearing nappies, or who need some support with toilet training. Members of the EYFS team will liaise with parents where nappy changing needs to take place. In these circumstances, our nappy changing procedure is:

- The child/toddler will be placed safely while staff wash their hands
- Staff MUST wear disposable gloves & apron
- Baby/toddler placed on the changing area
- Wet/soiled nappy removed
- Baby/child cleaned from front to back and barrier cream may be applied
- Wet/soiled nappies and all cleaning materials will be bagged and disposed of in the nappy bin.
- Staff to remove gloves and apron which must be disposed of immediately by placing in a rubbish bin.
- Child returned to room
- Staff clean mat with disinfectant spray and wipe down with paper towels.