

Intimate Care Policy

Policy statement

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 make necessary adjustments to our bathroom provision and hygiene practice 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.

We also aim to give the child a basic understanding of hygiene and to maintain high standards of health and hygiene whilst protecting ourselves from infection.

Good Practice

All staff are responsible for helping to toilet train children. We have high, but realistic expectations and approach the subject in a calm, non-judgemental, supportive manner.

Little attention is given to continual wetting and soiling, apart from helping the child to change in a normal manner. Staff provide positive reinforcement when a child manages to use the toilet or stay dry. Staff liaise with parents, discussing the approaches taken; keeping them fully informed about progress or concerns at school.

All staff follow appropriate hygiene and safeguarding procedures when changing children.

Staff receive guidance and support to understand these procedures as part of their induction.

Changing children is carried out in a relaxed manner and used as a time to promote independence and develop self-care skills.

Parents

Parents and staff work together to help to toilet train children. The aim is to help children to become toilet trained and overcome any difficulties in a mutually supportive manner. Some nappies, wipes and spare clothes are kept in the nursery. If children are not yet toilet trained or need frequent changing parents can be asked to provide nappies, wipes and changes of clothes. Clothes are usually sent home for parents to clean. Spare clothes are kept on the child's peg. (All children at both nurseries keep a set of spare clothes provided by their parents on their peg in a named bag.)

Procedures

- Keyworkers should try to change children if possible. Help from TAs may be needed if the keyworker is with a larger group or focused on an activity that is not easy to leave.
- If a child is wet the child will be taken to the changing area/toilets. The child will be helped, but encouraged to change into dry clothes as independently as possible. Wet clothes will be placed in a bag, labelled with the child's name to be taken home. Adults and children will wash and dry hands and leave the area clean and tidy.
- If a child is soiled the child will be taken to the setting changing area. The adult will wear an apron and gloves. The adult ensures they have everything they need before starting to change the child. Nappies, pull ups, wipes and are disposed of hygienically. Trainer pants / pants may need to be rinsed. Clothes should be put into labelled bags to be taken home.

Aprons and gloves are disposed of. Adults disinfect the changing mat if used and leave the area clean and tidy. Adults will wash and dry their hands.

- The door/upper part of the door should be open as children are changed. Other members of staff should be able to hear/see what is happening in a changing area.
- The door to the Daisy Room changing room is always open
- Children should never be left alone in the changing area. Changing mats/tables should be used as appropriate to help to clean the child and to be safe. No children should be left unattended on a changing table.
- Permission should be given to use setting wipes, in case of allergies.
- The children's own clothes should be used if possible. If nursery clothes are needed the child should choose, as appropriate and dress as independently as possible.
- Children are encouraged to take an interest in using the toilet when ready. They are helped to become comfortable and familiar with the toilets and to understand what they need to do. They should know who/how to ask for help if needed, whilst being helped to be as independent as possible.
- All children are taught to wash and dry their hands. Anti- bacterial liquid or soap should not be used.
- Children are encouraged to wear pants as soon as comfortable with this and their parents agree. Staff look for signs of readiness and support individual children at an appropriate pace.

Safeguarding

All staff have a duty of care towards children. They should ensure that they are as vigilant as possible to the needs of children and have done everything expected to ensure that children are kept clean and safe. They should follow school procedures with regard to keeping children safe, recording, reporting and referring any concerns in line with school policies and statutory duties.

The Cambridge Nursery Federation Governing Body is committed to promoting quality and diversity, providing an inclusive and supportive environment for all. We are committed to equal opportunities and the promotion of non-discriminatory practices in all aspects of work undertaken within the Federation. The Governing Body is committed to safeguarding and promoting the welfare of children. We expect and require all members of the school community to share this commitment.

Date : Summer 2018

Review : as required