



EYFS Intimate Care Policy

To be read in conjunction
with the
Toileting and Contenance Policy



Intimate Care Policy
Approved by LGB Committees - Summer Term 2017 and Stockingford on Conversion

EYFS Intimate Care Policy

Our aim is to create a happy, caring atmosphere in which pupils and adults show consideration and respect for each other at all times.

We endeavor to ensure that all of our pupils achieve their potential, experience success both academically and socially, whilst enjoying their time in our care.

We are committed to working in partnership with parents and we actively seek and value your contribution in supporting your child's progress.

This policy has been devised in response to the increasing number of children entering the Early Years Foundation Stage not toilet trained. It sets out the procedures we will follow when nappy changing and in the case of a child accidentally wetting or soiling him/herself. All parents are asked to provide spare clothes in a bag regardless of whether their child is toilet trained. It also states the roles and responsibilities of both the home and school and has an agreement/consent form for parents to sign.

We are an inclusive organisation and do admit children who are not fully toilet trained but we feel that it benefits the child if he/she is out of nappies or at least working towards this by the time they start school.

Parents/carers are made aware that the EYFS team are on hand to offer advice on how to toilet train and are put into contact with relevant support if wanted. Parents/carers are also asked to inform us of any medical condition which requires their child to need a nappy.

Questions and Answers

Who will change the nappy/wet/soiled clothing? The EYFS staff.

Where will changing take place?

In the Nursery toilet area. Inform a colleague and ensure another member of staff in the vicinity.

All changes will be recorded in the Intimate Care Record folder.

What resources will be used?

A changing table when necessary, aprons, gloves, blue roll paper, antibacterial wipes, nappy sacks, nappies, baby wipes, cream (when specified by parent/guardian)

How will the nappies be disposed of?

Put in a nappy sack and in the hygienic disposal nappy bin

What infection control measures are in place?

Staff will wear disposable gloves and aprons while dealing with the incident. Blue roll paper will be put on the changing mat.

Changing area will be cleaned after use.

Hot water and liquid soap is available to wash hands as soon as the task is completed.

Hot air dryer or paper towels are available for drying hands.

What will the staff member do if the child is unduly distressed by the experience?

Staff will comfort and reassure the child, talk through what they are doing and ensure the change is completed swiftly to ensure the stress is not prolonged.

What will the staff member do if he/she notices marks or injuries on the child?

Follow the school safeguarding policy and report it to the NOMINATED SAFEGUARDING OFFICER and the Foundation Stage Manager.

MONITORING and REVIEW

It is the responsibility of the EYFS staff to follow this policy. The Senior Leadership Team will carry out monitoring on the EYFS as part of the whole school monitoring system.

This policy will be reviewed before the start of each academic year and will evolve to incorporate the views of all staff concerned.

Review date: September 2018

Senior member of staff responsible: Kim Docking (Executive Principal)

Designated member of staff: EYFS Leader

HOME-SCHOOL PARTNERSHIP AGREEMENT

To be kept in Intimate Care Record folder

All parents/carers are asked to provide spare clothes in a bag regardless of whether their child is toilet trained.

Parents/carers are expected to provide a bag with a suitable amount of nappies, wipes and any cream needed.

If a child requires cream administering the parent is expected to sign a permission form beforehand.

The Parent/Carer:

- I agree to ensure that my child is changed at the latest possible time before being brought to the setting/school
- I agree to provide the setting/school with spare nappies, wipes and a change of clothing
- I have read the intimate care policy, I understand and agree the procedures that will be followed when my child is changed at school.
- I agree to inform the setting/school should the child have any marks/rash

The school:

- We agree to change the child during a single session should they soil themselves or become uncomfortably wet.
- We agree to monitor the number of times the child is changed.
- We agree to report if the child is distressed, or if marks/rashes are seen

Signed: Parent / Carer: _____

Personal Care Plan

To be kept in Intimate Care Record folder

Child's Name:

DOB:

Completed by:

Date of Plan:

Date to review Plan:

Who will change the child?
How will the child be changed? e.g. standing up in a toilet cubicle, lying down on a mat on the floor
Who will provide the resources? e.g. wipes, nappies, disposable gloves
How will the changing occasions be recorded and if/ how this will be communicated to child's parent/ carer
How will wet/ soiled clothes be dealt with?
What the member of staff will do if the child is unduly distressed or if marks or injuries are noticed <p style="text-align: center;">Consider referring to the schools child protection policy and procedures</p>
Agree a minimum number of changes
How will the child be encouraged to participate in the procedure?
Any other comments/ important information: e.g. medical information

This plan has been discussed with me and I agree to change my child at the last possible moment before he/ she comes to school, provide the resources indicated above and encourage my child's participation in toileting procedures at home as appropriate and where possible.

Signed: _____

Date: _____

Parent/ Carer's Full Name:

Personal Care Risk Assessment
To be kept in Intimate Care Record folder

Child's Name:

Date:

	Yes	Notes
1. Does weight /size/ shape of pupil present a risk?		
2. Does communication present a risk?		
3. Does comprehension present a risk?		
4. Is there a history of child protection concerns?		
5. Are there any medical considerations? Including pain / discomfort?		
6. Has there ever been allegations made by the child or family?		
7. Does moving and handling present a risk?		
8. Does behaviour present a risk?		
9. Is staff capability a risk? (back injury / pregnancy)		
Are there any risks concerning individual capability (Pupil) General Fragility Fragile bones Head control Epilepsy Other		
Are there any environmental risks? Heat/ Cold		

If Yes to any of the above complete a detailed personal care plan.

Date:

Signed:

Record of Intimate Care Intervention

To be kept in Intimate Care Record folder

Child's Name _____ Class/ Year Group

Name of Support Staff Involved

Date	Time	Procedure	Staff signature	Second signature