

## **Nappy Changing and Intimate Care Policy**

Conkers Community Nursery recognises that nappy changing routines and intimate care processes are personal experiences for young children. We will always endeavour to make these as reassuring and as comfortable as possible. For this reason it will be the child's key person that will do this for the child where possible.

This Nappy Changing and Intimate Care Policy applies to all members of staff who have an enhanced DBS check and are able to change nappies and assist children with their personal care needs.

The purpose of this policy is to:

- safeguard the rights and promote the welfare of children
- to provide guidance to staff
- to assure parents that staff are knowledgeable about personal care and that their individual concerns are taken into account.

Parents are made aware of this policy and are required to share individual information about the nappy changing and intimate care processes in order for these to be as reassuring and consistent as possible for the child, including any special words, actions or particular needs.

The following guidelines have been put into place for the reasons stated above:-

- the member of staff will signal their intention to change a child's nappy or assist with intimate care and ask for the child's consent and respect the right to withdraw it.
- the member of staff will speak to the child personally by name so that they are aware of being the focus of the activity and are able to feel safe and secure.
- the member of staff will give explanation of what is happening in a straightforward and reassuring way, this will enable the child to be prepared for and to anticipate events. This will also support their understanding of the toileting procedure.
- the member of staff will, where possible, encourage the child to wipe private parts of the body themselves during intimate care, to encourage dignity and independence.
- staff will only change children when there is a colleague in the room.
- we will provide facilities which afford privacy and modesty.
- staff will keep records of any nappy changes and intimate care tasks including dates, times and names.

## Safeguarding

If a situation occurs that causes staff concern, a second member of staff should be called if necessary and the incident reported to the line manager and recorded on an incident record. Where staff are concerned about a child's actions or comments whilst carrying out any personal care, this should be recorded and discussed with the lead for safeguarding immediately. Also if a child is regularly coming to nursery in very wet or soiled nappies, or if there is evidence of excessive soreness that is not being treated, this must be raised with the parents and the lead for safeguarding. Staff should always take care to ensure that the child is never made to feel insecure.

## Definition

Intimate care includes hands-on physical care in personal hygiene and physical presence or observation during such activities, dressing and undressing and the application of medical treatment other than to arms, face and legs below the knee.

To assist with nappy changing and intimate care processes we will provide:-

warm, running water and soap	disposable aprons and gloves
toilet rolls	nappy bags
paper towels	cleaning equipment
antibacterial spray	bin
bowl	

We ask parents to provide:-

nappies  
wipes  
nappy rash cream if necessary  
spare clothes

Other policies that relate to this are:- Safeguarding, Confidentiality, Health and Safety.