

## 6.4 Nappy Changing and Intimate Care

### Policy statement

It is important that no child is excluded from participating in our setting who may, for any reason, not yet be toilet trained. We work with parents and carers to help children develop the necessary skills to become independent in personal care and ensure that children have the opportunity to learn this self-care skill with the full support from adults. Where this is yet to be achieved for medical or developmental reasons, the following procedures will be followed.

We are committed to ensuring that all staff responsible for the intimate care of children or young people undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children with respect and dignity when intimate care is given. Intimate care encompasses areas of personal care, such as nappy changing, washing and dressing.

### Procedures

Support for children/young people with intimate care needs will be carefully planned and the setting will ensure that:

- Staff who provide intimate care are trained to meet the needs of individual children, and only staff with a Child Protection Certificate and who have been DBS checked will perform intimate care.
- Where possible one to one care will be provided unless there is an identified need for having more adults.
- Intimate care needs are discussed and agreed with parents and carers, although the needs and wishes of the child are taken into consideration.
- Intimate care is logged and recorded. The record will include the date and time the intimate care was carried out, and by whom.
- Mobile phones or cameras are not used by children or staff in areas where intimate care is carried out.
- All children are changed within sight and hearing of other staff whilst maintaining their dignity and privacy at all times.
- Our changing area is warm, with a safe area to lay children and no bright lights shining down in their eyes. There are mobiles and other objects of interest to take the child's attention.
- Each child has their own bag stored on their peg with their nappies or pull ups and changing wipes.
- Our staff put on gloves and aprons before changing starts and the areas are prepared. The changing mat is freshly cleaned for each child, and after the intimate care has been provided.
- We make a record on the intimate care chart whenever intimate care is provided to a child. This chart records:
  - The initials of the child who has been changed;
  - The initials of the member of staff performing the care;
  - The date and time;
  - Whether they were wet or soiled; and
  - If clothes, nappy or both were changed.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.

- We are gentle when changing; we avoid pulling faces and making negative comments about ‘nappy contents’.
- We do not make inappropriate comments about children’s genitals when changing their nappies.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- We encourage children to wash their hands and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
- We do not use anti-bacterial hand wash liquid or soap for young children; young skin is quite delicate and anti-bacterial products kill off certain good bacteria that children need to develop their own natural resistance to infection.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- When children need support with bottom wiping when learning to attend to their own toileting needs, staff will always wear disposable gloves, be supportive in their manner as above and then make a note of this on the intimate care chart with child’s name, the time and who supported them.
- We dispose of nappies and pull ups hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are bagged for parents to take home.
- We have a ‘duty of care’ towards children’s personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.

**If a member of staff has any concerns about physical or behavioural changes in a child’s presentation, e.g. marks, bruises or soreness, they will immediately pass their concerns to the designated person for child protection in their setting.**

**Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines. In the event of an allegation being made against a member of staff the procedures for allegations of abuse will be followed.**

<b>Version</b>	<b>Changes Made</b>	<b>Author</b>	<b>Date</b>	<b>Review Date</b>
1.0	Baseline	P Eccleston	26 <sup>th</sup> April 2018	April 2019
1.1	Minor formatting changes and updated in-line with the Early Years Alliance model policy	N Hanlon	18 <sup>th</sup> April 2019	November 2019
1.2	Minor updates in-line with the Early Years Alliance model policy	N Hanlon	25 <sup>th</sup> November 19	November 2020
1.2	Reviewed – no changes	N Hanlon	18 <sup>th</sup> November 20	November 2022
1.3	Reviewed – minor changes	N Hanlon	15 <sup>th</sup> November 22	November 2024