



Intimate care and Toilet policy and procedure

This policy will be reviewed on an annual basis

Aim:-

Early Years educators meet a child's individual needs quickly and in a caring professional way which builds children's sense of trust and security. They recognise these times as opportunities to promote children's learning helping to build a strong relationship with a child.

The trustee directors will act in accordance with Section 175 of the Education Act 2002 and 'Safeguard Children and Safer Recruitment in Education' (DfES 2006) to safeguard and promote the welfare of children. The trustee directors and management team will act in accordance to 'Safer recruitment and selection' Pippins takes its responsibility seriously to safeguard and promote the welfare of children in its care. Meeting a child's intimate care needs is one aspect of safeguarding.

The intimate care policy is read in conjunction with our Health and safety, manual handling or moving and handling and Special Educational needs policy.

Health, Hygiene and Safety

Only an early year's educator who has passed a disclosure and barring scheme (DBS) will conduct intimate care. Early Years Educators ensure hygiene and safety is of the utmost importance. We educate the children regarding their health and well-being, such as supporting children by reminding them to rigorously wash their hands to remove germs saying, "sleeves, soap, water, paper towel". Thorough hand-washing by adults is essential after using the toilet or helping a child. The adult will ensure the toilet area itself is kept clean, and the floor surface dry to prevent slipping. Hazardous items such as antibacterial spray, nappy sacks and plastic bags are kept out of reach of children

Toileting

We will always encourage children to use the toilet or potty independently. The adult will be sensitive towards their need to ensure that children are clean following use of the toilet by offering help or assistance, such as wiping their bottom if this is required. The adult will wear gloves if they need to help wipe a child.

Toileting accidents/wet from messy play

- Having their needs met quickly and in a caring professional way builds children's sense of trust and security. Reassure the child during changing.
- Help children develop and extend their self-help skills, by encouraging them to change themselves and wash their hands, positively praising the process.
- If children are wet/soiled and need changing due to an accident, water or messy play the child will be taken to the nearest toilets where the changing area doors will be left open. It is not necessary for an Early Years Educators to wear gloves and an apron if they are changing wet clothes through water or messy play. Early years educators will use the appropriate cleaning products for example sprinkle the carpet when cleaning up bodily fluid with emergency spillage compound.

Nappy changing

Protective gloves and aprons must be worn when a nappy is changed. The children are changed in the designated area with the changing area doors left open. The nappy change table has a surface that can be cleaned easily and thoroughly after each nappy change and there is a sink

nearby for adults and children to wash their hands. Adults thoroughly wash their hands after a nappy change and where appropriate the child is encouraged to wash his/hers. Nappy change and toileting supplies are easily accessible to adults, but out of reach of children. To ensure the safety of the child the adult remains with the child when they are on the changing unit. If a child needs to be changed on a mat on the floor a protective cover is placed down first. The parent/carer is to provide nappies and wet wipes or cotton wool. Pippins have an emergency supply available. Every child will be changed during a three-hour morning or afternoon session and when required. A child who has soiled is changed immediately. A nappy will not be changed if it causes the child severe distress or they are asleep with the exception of a soiled nappy.

Nappy changing procedure

1. Change nappy - follow hygiene procedures and wear PPE - interact by singing etc
2. Write on log - documenting the date, time, if the nappy was wet or soiled, if cream was applied, and any other relevant information.
3. Enter this on child's care diary on Tapestry (for children under 2).

Guides for changing depending on arrival time

If a child arrives at 8am change 11am 2pm 5pm

If a child arrives at 9am change 12pm 3pm and 5.45pm

Room Leader is to ensure all children who are wearing nappies are changed within the 3-hour period.

Quality teaching

- have one to one interaction with children, and give them your full attention;
- interact with children using verbal and non-verbal communication, and respond to children's communication;
- engage in simple play activities with children, such as singing favourite songs or rhymes.

Supportive practices

Early Years educators use a range of practical strategies to support positive nappy changing and toileting experiences for children.

- Responding to the child's cues, quickly, giving them un-pressured time, being sensitive to their individual needs, routines and natural rhythms.
- Use consistent language between home and Pippins.
- Speaking respectfully with children about what you are doing. For example, tell children that you are checking their nappy, and talk with them about what is happening as you are changing their nappy or assisting them to use the toilet.
- Asking or reminding children about using the toilet. Child care professionals should be alert to signs that a child is uncomfortable, and for older children be especially sensitive to any signs or communications that they need to use the toilet.
- Taking full advantage of every opportunity for a focused, positive interaction with children during toileting and nappy change times, positively praise children's successes.
- Exchange information with parents and carers regarding toilet routines and or accidents, it is not un-common for children to regress while learning.
- Encourage the child to wipe themselves, assisting them when necessary, encourage the child to flush the toilet and wash their hands saying 'sleeves, soap, water, paper-towel.'
- Encouraging families to provide children with clothes that assist them to use the toilet independently, for example, trousers which are elasticated or joggers which are easy to pull up and down.

Member of staff Name in full _____

Signature _____


Date _____

This policy was adopted at a meeting of Pippins Pre-school
and nursery

Held on Thursday 19th October 2023

Signed on behalf of the Management Trustee Directors

Role of signatory (e.g. chair etc.)



Chair

Commenced 2011 - Reviewed 20.10.2021, 13.1.22, 13.03.2024

