WESTMILL NURSERY

INTIMATE CARE POLICY

Statement of intent

It is our intention to ensure that children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one. Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that every young persons' right to privacy and dignity is maintained at all times.

Definition

Intimate care is one of the following:

- Supporting a child with dressing/undressing
- Providing comfort or support for a distressed child
- Assisting a child requiring medical care, who is not able to carry this out unaided
- Cleaning a child who has soiled him/herself, has vomited or feels unwell
- Wiping a child who has been to the toilet
- Changing a child's nappy

Aim

To raise awareness and provide a clear procedure for intimate care that protects the rights and interests of both children and adults.

In order to achieve this aim, we operate the following Intimate Care policy:

- It is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible.

- As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of his/her own body. It is important for staff to bear in mind how they would feel in the child's position.

- All intimate care will be carried out by staff or regulated volunteers who hold an enhanced CRB disclosure, have received appropriate training and

carried out in a private area, namely the bathrooms, that respects an individual's dignity and privacy.

- Unregulated Volunteers and students will not carry out intimate care procedures.

- Should a child object to a member of staff providing intimate care parents will be contacted to come to Westmill Nursery and provide the care themselves if necessary.

- During the time in which nursery staff are waiting for parents to arrive, staff will ensure that the child is made to feel as comfortable as possible, always respecting the wishes of the child and ensuring that the nursery's hygiene procedures are followed to avoid cross-contamination.

Supporting dressing/undressing

- Sometimes it will be necessary for staff to aid a child in getting dressed or undressed. Staff will always encourage children to attempt undressing and dressing unaided.
- No child will be left unclothed for a period of time.

Providing comfort or support

- Children may seek physical comfort from staff. Where children require physical support, staff need to be aware that physical contact must be kept to a minimum and be child initiated.
- When comforting a child or giving reassurance, the member of staff's hands should always be seen and a child should not be positioned close to a member of staff's body which could be regarded as intimate.
- If physical contact is deemed to be appropriate staff must provide care which is suitable to the age, gender and situation of the child.
- If a child touches a member of staff in a way that makes him/her feel uncomfortable this canbe gently but firmly discouraged in a way which communicates that the touch, rather than the child, is unacceptable.

Medical procedures

Please see our Health & Hygiene Policy on Medicines

Soiling and Toileting

- When touching a child, staff should always be aware of the possibility of invading a child's privacy and will respect the child's wishes and feelings.

  If a child needs to be cleaned, staff will make sure that:
  - Protective gloves and a disposal apron are worn
  - The procedure is discussed in a friendly and reassuring way with the child throughout the process.
  - The child is encouraged to care for him/herself as far as possible. Where this is not possible staff will carry out the required care for the child, including wiping the child's bottom.
  - Privacy is given appropriate to the child's age and the situation.
  - All spills of vomit, blood or excrement are wiped up, the area disinfected to avoid cross contamination and flushed down the toilet. All other products used are disposed of by double wrapping in a nappy sack and placing in the nappy disposal unit.
  - Soiled clothing is put in a plastic bag, unwashed, and sent home with the child.
  - Lastly, Staff and children will thoroughly wash their hands using running warm water and soap.

Changing Nappies

- Nappies are changed throughout the session whenever required.
- All children's nappies are changed routinely before lunch. Staff take turns on a rota system each day to ensure that children become comfortable with every member of staff. Each member of staff following the same procedure as follows:

  - Staff consult with the child to obtain their preference to either be changed on a changing mat on the floor, the wall mounted changing unit or standing. Staff will do their utmost to meet the needs of the child, however certain medical circumstances, i.e. pregnancy, back conditions will prevent staff from lifting a child onto the changing unit , therefore the child will be changed on the changing mat or standing if another member of staff is unavailable to assist.
  - Gloves should always be worn, and a plastic apron is also provided.
  - The door of the toilet should always be left ajar.
  - The child's changing bag and all equipment should be gathered and within easy reach to the changing area.

- The changing unit/changing mat should be covered with a disposable cloth before placing the child on the unit.
- The safety harness should be securely fastened around the child and throughout the changing process members of staff should always have one hand gently placed over the child's chest to prevent the child attempting to turning over.
- After changing the disposable cloth, soiled nappy and gloves should be disposed of by placing in a nappy bag or similar, sealing and placing in nappy disposal bin. The changing unit should then be cleaned with an anti-bacterial spray after changing each child. Children will never be left unattended on the changing unit/mat.

Hygiene

- Staff are familiar with normal precautions for avoiding infection, follow basic
  hygiene procedures, carry a pair of latex gloves at all times and know where to access further protective clothing.

Protection for staff

- Members of staff have regard to the danger of allegations being made against them
  and take precautions to avoid this risk. These include:

  - verbally informing another member of staff the necessary action they intend to take.
  - Allowing the child, wherever possible, to express a preference to choose his/her carer
  - If a child expresses dislike of a certain person carrying out his / her intimate care, staff and our Designated Safeguarding Officer will try and find out the reason for this.
  - Being aware of and responsive to the child's reactions.

Additional Safeguarding Considerations

- If a member of staff is concerned that during the intimate care of a child:

  - They accidentally hurt the child
  - The child seems sore or unusually tender in the genital area
  - The child misunderstands or misinterprets something
  - The child appears to be sexually aroused by their actions

    - The child has a very strong emotional reaction without apparent cause (sudden crying or shouting)

- It is the responsibility of the member of staff to report any such incident as soon as possible to our Designated Safeguarding Officer and the incident will be recorded in our Incident Book. The Designated Safeguarding Officer will work with the member of staff to obtain the factual information and will act in accordance with our Safeguarding Children Policy.

- Additionally, if a member of staff that has noticed that a child's demeanour has changed directly following intimate care e.g. sudden distress or withdrawal, this will be recorded and discussed with our Designated Safeguarding Officer.

The policy was modified and adopted on (date): ……

Review Date: ……

Signed: (member of staff representing the group): ……

Role of signatory: ……