



## **Ladybird Playgroup Thriplow CIO – Intimate Care Policy (including nappy changing)**

School Lane, Thriplow, Royston, Herts, SG8 7RH

CIO Charity Number 1162435

Tel: 01763 208055 Email: [ladybirdplaygrouphthriplow@gmail.com](mailto:ladybirdplaygrouphthriplow@gmail.com) Web: [www.ladybird-playgroup.co.uk](http://www.ladybird-playgroup.co.uk)

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#### **Statement of Intent**

Ladybird Playgroup Thriplow CIO is committed to ensuring that all staff responsible for the intimate care of children or young people will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children/young people with respect and dignity when intimate care is given.

#### **Aim**

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

Intimate care encompasses areas of personal care, such as nappy/pull-up changing, washing and dressing. Any intimate care is logged in the red intimate care book for parent/carer signing.

#### **Procedure**

Support for children/young people with intimate care needs will be carefully planned and should be a positive experience for all involved.

Ladybird Playgroup Thriplow CIO will ensure that:

- Staff who provide intimate care are trained to meet the needs of individual children.
- Only enhanced DBS checked staff are allowed to be involved the intimate care of the children, volunteers/parent helpers are not permitted.
- All staff adhere to Ladybird Playgroup Thriplow CIO 'Safeguarding and child protection policy'.
- Suitable equipment and facilities are made available.
- Staff carrying out intimate care are appropriately supported.
- Where possible one-to-one care will be provided unless there is an identified need for having more adults.
- Intimate care is discussed and agreed with parents and carers.
- The needs and wishes of the child/young person are taken into consideration.
- The constraints of staffing and equal opportunities legislation are taken into account.



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- Personal Mobile phones are not to be used on the premises and should be stored in staff bags in the staff toilet. Ladybird's mobile phone, cameras or ipads are not used by children or staff where intimate care is carried out.
- Children are changed within sight of other staff whilst maintaining their dignity and privacy at all times.
- Changing areas are warm with safe areas to lay children.
- Each child has their own nappies or pull-ups and changing wipes to hand.
- Gloves and aprons are put on by staff before changing starts and the areas are prepared. The changing mat is cleaned with antibacterial wipes after use.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- Staff ensure that nappy changing is relaxed and a time to promote independence in young children.
- Children are encouraged to wash their hands and have soap and towels to hand. They should be allowed time for play as they explore the water and the soap.
- Anti-bacterial hand wash liquid or soap should not be used 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.
- Staff are to be gentle when changing; they must avoid pulling faces and making negative comments about 'nappy contents'.
- Staff do not make inappropriate comments about children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and pull-ups are disposed of 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 the parent 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.

### Intimate care – Safeguarding children

Cambridgeshire Local Safeguarding Children Board (LSCB) Safeguarding Procedures will be adhered to alongside Ladybird Playgroup Thriplow CIO safeguarding and child protection policy and procedures.

If a member of staff has concerns about physical or behavioural changes in a child/young person's presentation, e.g, marks, bruises, soreness, they will immediately pass their concerns to Ladybird's Safeguarding Lead, Sharon McGinty.



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Intimate care should be a positive experience for both staff and the child or young person. Where one-to-one intimate care is required it will be discussed and agreed between Sharon McGinty and the parents/carers. In certain cases an intimate care plan will be put in place.

Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines and be mindful of the needs of the children and young people with whom they work.

In the event of an allegation being made against a member of staff the procedures for Allegations of Abuse will be followed.

Ladybird Playgroup Thriplow CIO has robust procedures and plans in place for the day-to-day intimate care needs of a child or young person, but further consideration will need to be taken in good time before a trip or for an activity.

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| This policy was adopted at a meeting of the Ladybird Playgroup Thriplow CIO |  |
| Held on (date)  |  |
| Signed on behalf of the Ladybird Playgroup Committee                        |  |
| Role of signatory (e.g. chairperson etc.)                                   |  |
| Signed by Playgroup Leader/Deputy   |  |
| Name of Playgroup Leader/Deputy   |  |