



Pikes Lane Primary School Intimate Care Policy

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Linked Governor Sub Committee: Resources and Leadership



Contents:

1. Definition
2. Early Years Foundation Stage
3. Procedures
4. Procedures for children in KS1/KS2

1. Definition

Intimate personal care includes hands-on physical care in personal hygiene, and physical presence or observation during such activities.

Intimate personal care tasks can include:

- Body bathing other than to arms, face and legs below the knee
- Toileting, wiping and care in sensitive areas
- Dressing and undressing
- Application of medical treatment, other than to arms, face and legs below the knee

2. Early Years Foundation Stage

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.

For a variety of reasons children in the EYFS may:

- be fully toilet trained
- have been fully toilet trained but regress for a little while in response to the stress and excitement of beginning in the Early Years Foundation Stage
- be fully toilet trained at home but prone to accidents in new settings
- be on the point of being toilet trained but require reminders and encouragement
- not be toilet trained at all but likely to respond quickly to a well-structured toilet training programme
- be fully toilet trained but have Special Educational Needs
- have delayed onset of full toilet training in line with other development delays, but will likely master these skills during the EYFS
- have Special Educational Needs and might require help (during the EYFS and beyond) with all or some aspects of personal care such as washing, dressing or toileting
- have a temporary impairment and might require help with all or some aspects of
- personal care such as having a limb in plaster

3. Procedures

In intimate care situations, the child's safety, dignity and privacy are of paramount importance. Children requiring intimate care will be treated respectfully at all times.

EYFS staff who provide intimate care do so in a professional manner. Staff are aware of safeguarding issues and have relevant training (e.g.: health and safety, child protection, manual handling) before providing intimate care. No child should suffer distress or pain as a result of receiving intimate care.

Staff encourage children aged 4-5 years old to do as much for themselves as they can.

In order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are always allowed to go, although they are encouraged as they progress through the school to use the toilet during lunch times and before beginning tasks and activities.

At Pikes Lane, children have access to their own bathroom area with toilets, hand basins, access to soap and warm water and paper towels. Personal Protective Equipment (PPE) is provided and staff must wear disposable aprons and gloves when they are required to help a child who has soiled/been sick.

In Pre-School, staff routinely change nappies and/or pull ups. In Nursery, children who require nappy changes, support with pull-ups and changing will be supported during their session. When children are developmentally ready, staff will encourage children to be independent with washing, cleaning and using the toilet. Children aged 3-4 years old will be supported to toilet train when they are developmentally ready and staff will liaise with parents to support this process at home.

In Reception, most children will be able to independently use the toilet. In some circumstances children are still on their toilet training journey, or may be in nappies/ pull ups due to medical needs. All staff have a duty of care to support children when they are toileting, some children have accidents due to the length of the day and their age. In some circumstances, when children are very soiled, parents will be called to change their child in school or take them home to wash before returning to school.

4. Procedures in KS1/KS2

In intimate care situations, the child's safety, dignity and privacy are of paramount importance. Children requiring intimate care will be treated respectfully at all times.

Teaching and support staff who provide intimate care do so in a professional manner. Staff are aware of safeguarding issues and have relevant training (e.g.: health and safety, child protection, manual handling) before providing intimate care. No child should suffer distress or pain as a result of receiving intimate care.

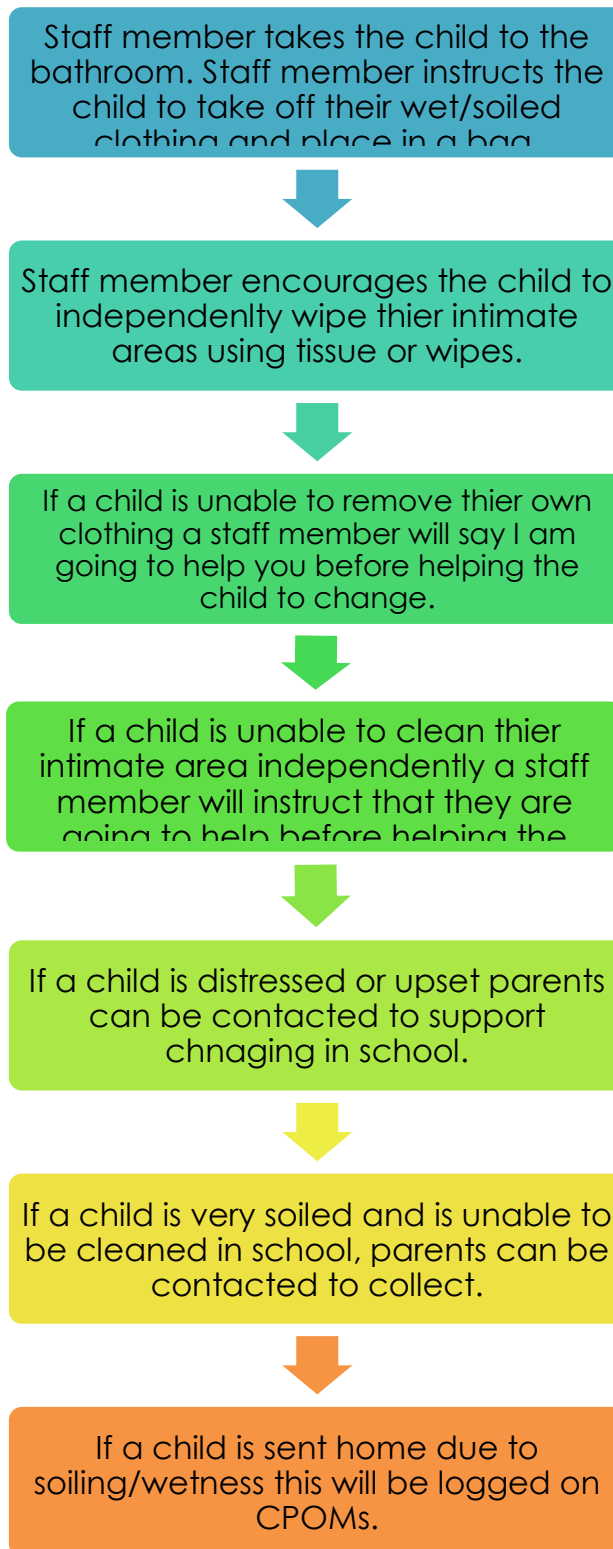
Staff encourage children aged 5-11 years to do as much for themselves as they can.

In order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are always allowed to go, although they are encouraged as they progress through the school to use the toilet during lunch times and before beginning tasks and activities.

At Pikes Lane, children have access to their own bathroom area with toilets, hand basins, access to soap and warm water and paper towels. Personal Protective Equipment (PPE) is provided and staff must wear disposable aprons and gloves when they are required to help a child who has soiled/been sick.

Staff members will escort the children to the toilet, when a child needs support with changing their clothes and underwear two members of staff will be present to support the changing and intimate care. Children are encouraged to attend to their own needs as much as possible.

In situations where a child needs more specialised support, staff may use the reception classroom bathroom. This has a stable door to provide dignity to the child, whilst staff members can still access clothing and support from any other staff members in the room.



Clothes and Nappies

We ask parents to provide nappies or pull ups as well as wipes. These should be sent in a bag clearly marked with the child's name, along with some spare clothes. School has a supply of nappies, pull ups, bags and wipes to support those who do not bring their own nappies. School also has a supply of clothes and underwear.

Staff

Everyone has a responsibility for changing children promptly. The key person in Pre-School will change their key group of children. In the instance that the key person is absent, the other member of staff will complete the nappy changing routine as they are most familiar to them. Children will be changed at least once during their 3-hour session.

In Nursery, all permanent and fixed term staff have a duty of care to change nappies, pull ups and wet/soiled clothes this includes; teachers, teaching assistants and fixed term cover supervisors. This is completed on a daily rota (determined by the class teacher). Due to the small size of the bathroom in Nursery, any child that requires their nappy changing will use the changing facilities in the other EYFS bathrooms.

In Reception, KS1 and KS2 all permanent and fixed term staff have a duty of care to ensure children are clean and dry throughout the day, this includes: teachers, teaching assistants and fixed-term cover supervisors. Children will be encouraged to help when changing to develop independence. In the instance that a child requires their nappy changing, this will be completed by the staff in Reception.

Wet Clothing

Children are supported to wear aprons and wetsuits when engaging in messy play both indoors and outdoors. Due to the ages of the children in the EYFS (2-5 years old) children often become wet/messy throughout the session/school day. All parents are asked to bring spare clothes and wellington boots, when needed children will be supported to change into their clean clothes. All staff have a duty of care to change wet clothing. When a child has not brought spare clothing and none are available in school, parents can be called to bring clean clothing.

Cream Application

Some children may require cream due to medical conditions, parents will complete an individual health care plan for their child. All staff have a duty of care to ensure children are healthy and well enough to attend school and will support children with the application of their cream, if this is required in more intimate areas then staff will use the changing facilities and ensure other staff members are aware and, in the setting, to supervise.

Many children require numbing cream on their inner arms 30 minutes before a blood test, to ensure children attend school as much as possible, all permanent and fixed-term staff can apply this cream. Staff must ensure the cream is prescribed to the child it is being administered to.

Children can bring sunscreen into school with their name labeled, this will be stored in their bag or tray. This will be applied on the arms, legs and face. Children are encouraged to apply their own sun cream when they are independent enough to do so.

Hygiene

Staff wear disposable gloves and aprons when changing children. Staff maintain high standards of personal hygiene, and will take all practical steps to prevent and control the spread of infection. Nappies or pull ups are disposed of promptly. Wet/soiled clothes are bagged and hung on children's pegs to take home. Children are also encouraged to wash their hands thoroughly after being in the bathroom, whether using the toilet or having their nappy changed. The toilet facility and nappy changing mat is cleaned down after each use. The nappy changing mat is deep cleaned at the end of each week.

Recording

A nappy changing book is kept within the Pre-School class and staff must record when children are changed. This is useful to share information with parents as well as to support the toilet training process. Any nappies, pull-ups, underwear or clothing that is changed in Nursery and Reception, will be discussed with parents at the end of the session/day.

Parents

When toilet training children we have high expectations and approach the whole subject in a calm and non-blaming way. Simple explanations are given to the child about why it is good to stay clean and dry. These principles can be shared with parents who may need support in this area. We talk about any or all aspects of toilet training with parents at all stages to keep them fully informed about progress or concerns at school. Where necessary, Teachers liaise with health visitors, the school nursery and the SEND team when parents need further support with toilet training at home. Parents are informed about consistency and approaches to toilet training and leaflets are available.

PPE

PPE must be worn according to the need of the care, when staff are dealing with any bodily fluids, they must wear disposable gloves and disposable aprons. In addition to this, during intimate care routines staff may also wear a face mask and shield.