



PaRK IS Policies

INTIMATE CARE & NAPPY

PaRK INTERNATIONAL
SCHOOL

PaRK IS | Intimate Care & Nappy Policy

1. Introduction

PaRK International School's belief that all children need contact with familiar staff to ensure they can grow and develop socially and emotionally. At times children need to be cuddled, encouraged, held and offered physical reassurance.

Intimate care routines are essential throughout the day to meet children's basic needs. Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. This may include nappy changing, supporting children with toileting, changing clothes, bathing if the child is overly soiled and giving first aid treatment and specialist medical support, where required.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of safeguarding issues. Staff work in partnership with parents/carers to provide continuity of care to children wherever possible.

All staff undertaking intimate care routines have enhanced checks and are trained in the appropriate methods for intimate care routines i.e. first aid training, manual handling training, specialist medical support if required.

All new staff, through inductions, are fully aware of all nursery procedures relating to intimate care routines and practice. All temporary staff are fully appraised of all individualised nappy routines and are shown the first time how we manage nappy changes in the setting. Temporary staff are closely monitored in nappy changing duties.

2. Intimate care

Intimate care and toileting support can involve washing, touching or carrying out a procedure to intimate personal areas. Some children may need support in doing this because of their young age, physical difficulties or other special needs. This can be as simple as reminding them to go to the toilet, but may also involve intimate care such as nappy changing.

The School is responsible for children's personal care skills, as an essential part of their personal development. Where a child has specific intimate care needs, a designated member of staff will be responsible for providing this care.

All staff have received training within their childcare qualifications about best practice with regards to child's personal care and hygiene. Staff are also trained on company policies and procedures within this area, during their induction.

Staff follow the child's care plan when applicable and undertake their duties in a professional manner at all times. They are fully aware of the School's expectations of best practice with regards to health and hygiene, and must adhere to this at all times.

The following procedure should be followed when changing a nappy:

- Staff must ensure that they do not change or clean a child in a room with the door closed.
- Nappies must be changed on the designated changing table where all equipment is stored, for example, nappy, wipes, nappy sack, cream. There is a named box or bag for each child containing these items and spare clothes in case of accidents. This is to eliminate the chance of cross infection.
- Staff wash their hands thoroughly and then put on a new pair of disposable hypoallergenic gloves for every nappy change.

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- Staff place the child on a nappy changing mat with a new disposable towel or, if using steps, they support the child if necessary, to climb up the steps.
 - Staff remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
 - If the child's clothes are soiled, they should be bagged separately and sent home. Clothes should not be rinsed by hand.
 - Children's skin is cleaned with disposable hypoallergenic wipes and water if necessary.
 - Nappy cream is applied only when necessary.
 - If a child requires their own cream or wipes, items are kept in their bag/box and used appropriately.
 - Nappies, 'pull ups', gloves, and wipes are disposed of hygienically and safely by placing in a nappy disposal bin.

This policy is in alignment with the Inspired Global Intimate Care & Nappy Policy.

Last reviewed: January 2021

Reviewers: Heads of ELS | Barbara Lancastre | Marta Pereira | Samantha Gonçalves

Next review date: January 2022