

Intimate care policy

Intimate Care is - any task and support given that involve the dressing and undressing, washing including intimate areas, helping someone use the toilet, changing nappies or carrying out a procedure that requires direct or indirect contact to an intimate personal area.

All children at Milborne Ladybirds have the right to be safe and be treated with dignity, respect and privacy at all times so as to enable them to access all aspects of Milborne Ladybirds

This policy identifies the legislation we work under and the procedures we follow to support intimate care with specific reference to toileting. It should be considered in line with our Safeguarding policy and Health and Safety policies

This policy supports the safeguarding and welfare requirements of Early Years Foundation Stage (EYFS 2025) and the Disability Discrimination Act 2005: Milborne Ladybirds will ensure that:

- No child's physical, mental or sensory impairment will have an adverse effect on their ability to take part in day to day activities.
- No child with a named condition that affects personal development will be discriminated against
- No child who is delayed in achieving continence will be refused admission
- No child will be sent home or have to wait for their parents/carer to provide intimate care due to their toileting needs
- Adjustments will be made for any child who has delayed continence or a medical continence diagnosis.

Intimate Care Tasks - cover any tasks that involve the dressing and undressing, washing including intimate areas, helping someone use the toilet, changing nappies or carrying out a procedure that requires direct or indirect contact to an intimate personal area.

Partnership with Parents/Carers - Staff at Milborne Ladybirds work in partnership with parents/carers to provide care appropriate to the needs of the individual Child. Parents are involved and supported in order to gain continence for their child.

Safeguarding - Staff are trained on the signs and symptoms of child abuse which in line with the Safeguarding Children's Board guidelines and are aware of the DFE's booklet 'What to do if you think a child is being abused' and will follow the guidance given.

If a member of staff is concerned about any physical or emotional changes, such as marks, bruises, soreness, distress etc they will inform the Designated Safeguarding lead (DSL) or the deputy (DDSL) immediately. The Safeguarding policy will then be implemented.

Should a child become unhappy about being cared for by a particular member of staff, the Manager will look into the situation and record any findings. These will be discussed with the child's parents/carers in order to resolve the problem. If necessary, the Manager will seek advice from other agencies. Please remember that you need parental permission to talk to any agency about a specifically named child, except where a child is considered to be at risk of harm and you believe that seeking parental consent may increase this risk.

If a child makes an allegation against a member of staff, the procedure set out in the Safeguarding policy will be followed

Procedure

Children's privacy must always be considered when providing intimate care and toileting support. This must be balanced with Safeguarding. Staff must be visible to other staff and not shut in a cubicle with a child. Staff must advise other staff that they are carrying intimate care routines.

Intimate care is only given when 2 members of staff are in the room. In exceptional circumstances this may not be possible. In this circumstance all staff will be in contact via walkie talkie and will re-group at the earliest instance.

Where possible children will have a choice over which member of staff will support their intimate care needs.

All staff to maintain high standards of personal hygiene and will take all practicable steps to prevent and control the spread of infection

Staff must record the care given on the intimate care record sheet.

When intimate care is given, the member of staff explains to the child each task that is carried out and the reason for it. Staff to encourage children to do as much for themselves as they can. Lots of praise and encouragement will be given to the child.

Soiled items are bagged and sent home for cleaning and disposal. We have no disposal facilities on site for soiled/contaminated items.

Staff wear PPE for all procedures. Dealing with body fluids - Urine, faeces, blood and vomit will be cleaned up immediately and disposed of safely/hygienically.

For children who need to lay down to be changed there is a changing mat which is cleaned after every use.

Parents/Carers are asked to supply the following:-

- Spare nappies/Pull ups
- Wipes, creams, nappy sacks etc
- Spare Clothes/underwear

Milborne Ladybirds has a small stock of these items so that no child will go without their needs being met.

Reviewed and amended on 31.8.25

Samantha Mercer. Preschool Manager

Paul Tasker. Chair of Trustees

