

Intimate Care Policy EYFS



Regulation ISSR: Part 3; 7, 11, 16

Reviewed and updated by: Mrs S Bathurst

Approval: Full Governor Board

Last Review: Autumn 2025

Next Review: Autumn 2028

This policy will be amended before the review date if necessary.

Introduction

This policy sets out how children's needs will be met whilst protecting their safety, dignity and privacy.

The purpose of this policy is:

- to safeguard the rights and promote the best interests of the children in our care
- to ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one
- to safeguard adults required to operate in sensitive situations
- to raise awareness and provide a clear procedure for intimate care
- to inform parents/carers in how intimate care is administered

Principles

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 her own body. It can help children know that their body belongs to them and that their needs and wishes will be respected. It is important for staff to bear in mind how they would feel in the child's position to consider each care routine from the child's point of view.

Good experiences of intimate care can help children understand how adults should behave towards them and given the right approach, intimate care can provide opportunities to teach children about the values of their own bodies, to develop safety skills and to enhance their self-esteem. Staff should also talk to children about who they can go to if they are ever worried or uncomfortable about anything. Children should be encouraged and supported to work towards becoming independent where possible. Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the young persons' right to privacy and dignity is maintained at all times.

Definition Intimate care is a term used to describe activities involved in meeting the personal care needs of a child. It includes providing care which requires direct or indirect contact with, or exposure of, private parts of the body

Intimate care is one of the following:

- Supporting a pupil with dressing/undressing
- Providing comfort or support for a distressed pupil
- Assisting a pupil requiring medical care, who is not able to carry this out unaided
- Cleaning a pupil who has soiled herself, has vomited or feels unwell

Supporting dressing/undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed, particularly in Nursery Pre-School and Reception. Staff will always encourage children to attempt undressing and dressing unaided, but will give appropriate support if needed, especially if a child is unwell.

Providing comfort or support

Children may seek comfort or support from staff (particularly in Nursery, Pre-School and Reception). Where children require physical support, it should be child-initiated. When comforting a child or giving reassurance, the member of staff's hands should always be visible. If physical contact is deemed to be appropriate, staff must provide care which is suitable to the age and situation of the child. If a child touches a member of staff in a way that makes him or her feel uncomfortable this can be gently but firmly discouraged in a way which communicates that the touch, rather than the child, is unacceptable.

Toileting Accidents

Reference should be made to the Nappy Changing and Toilet Training Policy for guidance.

When touching a child, staff should always be aware 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 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 herself as far as possible
- Physical contact is kept to the minimum possible to carry out the necessary cleaning.
- Privacy is given appropriate to the child's age and the situation
- All spills of vomit, blood or excrement are wiped up
- Any soiling that can be, is flushed down the toilet
- Soiled clothing is put in a bag, unwashed, and sent home with the child

Sun cream application

In Nursery, Pre-School, and Reception, we ask that parents apply sun cream to their child at home before school each day as necessary. Additionally, on hot and sunny days, parents are required to provide a bottle of sun cream for their daughter, clearly labelled with her name. Staff members will re-apply each child's sun cream as needed throughout the day to ensure continuous protection.

Hygiene

All staff must be familiar with normal precautions for avoiding infection, must follow basic hygiene procedures and have access to disposable gloves.

Protection for staff

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

- Gaining verbal agreement from another member of staff that the action being taken is necessary
- Allow the child, wherever possible to express a preference to choose her carer and encourage them to say if they find a carer to be unacceptable
- Allow the child a choice in the sequence of care, where possible
- Be aware and responsive to the child's reactions

Safeguards for children

The Safeguarding Policy applies to intimate care as outlined in this policy. Any staff suspected of acting inappropriately during intimate care routines will be investigated. There is an obligation on the school to ensure that staff who have substantial, unsupervised access to children, undergo police checks.

All staff employed by Alderley Edge School for Girls are DBS checked on application and cannot undertake tasks within school until all checks are completed satisfactorily. The DBS's aim is to help organisations in the public, private and voluntary sectors by identifying candidates who may be unsuitable to work with children or other vulnerable members of society. Personal and professional references are also required and unsuitable candidates are not permitted to work within the school.

It is not appropriate for volunteers or students on teaching practice or work experience to carry out intimate care procedures.

Informing Parents/carers

In the spirit of this policy in ensuring that all children in our care are treated with sensitivity and respect, where parents/carers have given permission for a member of the Early Years staff to support their daughter in the provision of intimate care, parents will be informed upon collection by a member of the early years staff. Soiled clothes will be wrapped appropriately in a bag and handed discreetly to the parents at the end of the day. Where a child is going to after-care in Fun at the Edge, the staff will be informed that an incident has occurred and that parents need to be informed. They will ensure that any bag containing soiled clothing is handed discreetly to the parent if it has not already been packed in the child's own school bag.

This policy will be reviewed regularly as part of the policy review cycle.

Permission form for the Provision of Care

(To be filled out before starting Early Years)

Dear Parents

The well-being and care of your daughter is of paramount importance to us at Alderley Edge School for Girls.

We understand that there may be a time when, for a variety of reasons, your daughter might have a toileting accident while they are at Nursery, Pre-School or Reception. It is important that measures are taken to have them changed (and if necessary cleaned) as quickly as possible. Our Early Years staff are experienced and trained in carrying out this task if you wish them to do so, or, if preferred, the School can contact you or your emergency contact who will be asked to attend without delay.

Alderley Edge School for Girls has an Intimate Care Policy and a Nappy Changing Policy which is available to view on request from the office or our Early Years department. Please fill out the permission slip below stating your preference.

Yours sincerely



Mrs Sharon Bathurst
Head of Early Years

Name of Child

Class

Please delete as appropriate

- ☐ *I give consent for my daughter to be changed and cleaned by Early Years' staff if they wet/soil themselves whilst in the care of Alderley Edge School for Girls.
- ☐ *I do not give consent for my daughter to be changed and cleaned if they wet/soil themselves. The school will contact me or my emergency contact and I will organise for my daughter to be cleaned and changed. I understand that in the event that I (or the emergency contact) cannot be contacted, the staff will act appropriately and may need to come into some level of physical contact in order to aid my daughter.

Signature (Parent/Carer)

Date