

Dundela Infants' School & Nursery Unit

Intimate Care Policy



Nursery

INTRODUCTION

Every child in Dundela Infants' School & Nursery Unit has the right to be safe and to be treated with dignity and respect. The Intimate Care policy and guidelines regarding children have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children.

Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.

The Intimate Care policy and guidelines should be read in conjunction with the Area Child Protection Committee's Regional Policy and Procedures April 2005.

DEFINITION

"Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Parents have a responsibility to advise staff of the intimate care needs of their child, and staff have a responsibility to work in partnership with children and parents".

(Intimate Care Policy and Guidelines Regarding Children: Area Child Protection Committee's, 2005)

Intimate care can include:

- Feeding
- Oral care
- Washing
- Dressing/undressing
- Toileting
- Supervision of a child involved in intimate self-care

PRINCIPLES OF INTIMATE CARE

The following are the fundamental principles upon which the policy and guidelines are based:

- Every child has the right to be safe
- Every child has the right to personal privacy
- Every child has the right to be valued as an individual
- Every child has the right to be treated with dignity and respect
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities
- Every child has the right to express their views on their own intimate care and to have such views taken into account
- Every child has the right to have levels of intimate care that are as consistent as possible

GUIDELINES FOR GOOD PRACTICE

- Treat every child with dignity and respect and ensure privacy appropriate to the child's age and situation
- Make sure practice in intimate care is consistent
- Involve children in their intimate care
- Promote positive self-esteem and body image
- Children should be encouraged to be as independent as possible

INTIMATE CARE PROCEDURES – NURSERY CLASSES

Intimate care procedures are discussed with all staff and students at Induction. Staff receive safeguarding training which is updated each year. Miss Wilson, Deputy Designated Teacher (Nursery) attends refresher training every 3 years.

Parents are asked to sign a consent form giving permission for staff to assist their child with intimate care due to a toileting accident or sickness.

Only staff employed by the school are involved in intimate care procedures.

All staff wear protective gloves when dealing with intimate care tasks.

All staff are fully aware of the following procedures:

Toileting Accidents

If a child reports to a member of staff that they have had a toileting accident, or, if a member of staff becomes aware that a child has had a toileting accident the following procedures are followed:-

- Staff member to notify the other adult in the room that a child requires intimate care and that they are taking the child to the bathroom to attend to this.
- Staff member collects the child's spare clothes from the cloakroom and takes the child to the accessible cubicle in the nursery toilets.
- The other adult stays in the classroom to supervise the remaining children but checks regularly to ensure the person engaged in intimate care is managing the situation appropriately.
- The child will be encouraged to be as independent as possible but given the young age of nursery children some support with undressing, cleaning and dressing may be required.
- All wet or soiled items will be placed in a nappy bag and returned to the child's coat peg for collection by parents/carer.

- The Toilet Accident Log will be completed and signed by the member of staff who dealt with the intimate care.
- The parent is informed of the circumstances of the intimate care incident and asked to sign the log to record that they have been informed. At this time the parent/carer is reminded to collect the soiled items and replace the child's change of clothing for the next day.
- Please see our Toileting Policy for further details.

Please note: Staff respect and value the voice of the child. If a child refuses to change or they do not want staff to help them, we will stop and contact the parent immediately.

Sickness

If a child becomes unwell during the course of the day and subsequently vomits, one member of staff will take the child to the nursery toilets and remain with them to ensure they are safe from choking at all times.

The other member of staff whilst supervising the remaining children will utilise the commercially produced hygienic disposal pack to deal with the contaminated area. All staff are informed of the location of these packs and how to use them.

When the child who has been unwell is settled and calm they are returned to the classroom and their parent/carer is requested to come and collect them. On collection the parent/carer is reminded that the child should not return until 48 hours have elapsed.

As soon as is appropriate the school caretaker should be informed that a clinical waste bag needs to be disposed of and replaced.

This policy will be reviewed and monitored in line with the school's policy review schedule.