



## **Intimate Care Policy**

Updated September 2024

At Briar Dene Childcare, we are committed to ensuring that all children are treated with dignity and respect while receiving the highest standard of care. This policy provides clear guidelines for staff on how to deliver intimate care in a sensitive and appropriate manner, ensuring children's physical, emotional, and developmental needs are met.

### **Definition of Intimate Care:**

Intimate care refers to any care that involves direct contact with a child's personal, private areas of their body. This may include:

- Changing nappies or pull-ups
- Assisting with toileting or personal hygiene
- Changing clothes due to accidents or spills
- Applying or assisting with personal care products (e.g., suncream, lotion)

Intimate care may also involve any activity where physical contact with a child is necessary for their comfort, hygiene, or health needs.

### **Principles of Intimate Care:**

- **Dignity and Respect:**  
All intimate care will be provided in a manner that respects the child's dignity, privacy, and personal comfort. Children will be spoken to respectfully and given choices where possible.
- **Child-Centred Approach:**  
Every child is an individual with specific needs, and their physical, emotional, and developmental stages will be considered when providing intimate care. We aim to ensure the care provided is appropriate for the child's age, stage of development, and personal preferences.
- **Privacy and Confidentiality:**  
Every effort will be made to provide intimate care in private, and only necessary staff will be involved. Any information relating to intimate care will be treated confidentially, and only shared with relevant individuals (e.g., parents, carers) on a need-to-know basis.
- **Safety and Comfort:**  
All intimate care procedures will be carried out in a safe and hygienic manner, ensuring the child is as comfortable as possible. Proper hygiene practices will be followed, and appropriate equipment will be used to prevent any discomfort or harm.

## **Staff Responsibilities:**

- **Training and Competence:**  
All staff who may be involved in intimate care will receive appropriate training, including safeguarding, child development, hygiene practices, and the specific needs of children requiring intimate care. Staff will be regularly updated on best practices to ensure they maintain high standards.
- **Consistency and Sensitivity:**  
Staff will provide consistent, sensitive care, ensuring that children feel supported and comfortable. If a child experiences distress or discomfort, staff will address their concerns immediately, offering reassurance and support.
- **Personal Boundaries:**  
Staff will respect personal boundaries and always ensure that the child's comfort and well-being are prioritised. If a child expresses discomfort or refusal regarding intimate care, their feelings will be taken seriously, and alternative solutions will be explored. Where possible, children will be encouraged to do things for themselves to promote independence and self-esteem.
- **Hygiene Practices:**  
All staff will follow proper hygiene practices when providing intimate care, including wearing disposable gloves and ensuring that the area is clean and safe before, during, and after the care is provided. Any equipment or clothing used will be disposed of or cleaned properly to prevent contamination.

## **Parental Involvement and Consent:**

- **Parental Consent:**  
Written parental consent will be obtained for intimate care procedures, particularly for activities such as nappy changing, assistance with toileting, and menstruation care. Consent will be sought upon admission to the nursery and reviewed annually or as needed. Parents will be given the opportunity to specify any preferences or requirements regarding their child's intimate care.
- **Open Communication with Parents:**  
Parents will be informed about any significant events related to intimate care, such as an accident or if a child resists or expresses discomfort during the process. Staff will maintain an open line of communication with parents to ensure any concerns are addressed and to discuss any specific needs or preferences for their child's care.

## **Procedures for Intimate Care:**

- **Changing Nappies or Pull-Ups:**
  - Children will be changed in a private, designated area where they are comfortable and supported.
  - Staff will wear disposable gloves and use fresh, clean materials for changing.
  - The child will be spoken to and reassured throughout the process.
  - After the change, staff will wash their hands and ensure the child is clean and comfortable before allowing them to return to play or activities.
- **Assisting with Toileting or Personal Hygiene:**
  - Staff will support children in using the toilet in a way that is appropriate for their age and stage of development.

- If a child requires assistance, the staff member will maintain privacy and dignity, only providing as much help as necessary.
- Children will be encouraged to independently wash their hands after using the toilet, with staff offering guidance as needed.
- **Changing Clothes due to Accidents or Spills:**
  - If a child needs their clothes changed, the process will be carried out privately.
  - Staff will ensure the child's comfort and dignity, using appropriate clothing or supplies.
  - Any wet or soiled clothing will be handled discreetly, and parents will be informed if necessary.
- **Menstruation Care (for older children):**
  - Staff will provide support for children during menstruation, respecting their privacy and dignity.
  - If a child needs assistance, staff will help in a sensitive and respectful manner, using the appropriate facilities and supplies.
  - Parents will be informed and consulted about their child's needs, and care will be provided according to any preferences outlined by the family.

### **Safeguarding and Reporting:**

- **Safeguarding:**  
Intimate care should always be provided in a manner that prioritises the child's safety and well-being. If any staff member has concerns about the safety or well-being of a child in relation to intimate care, they will follow the nursery's safeguarding procedures, including reporting concerns to the Designated Safeguarding Lead (DSL).
- **Record Keeping:**  
Staff will document intimate care procedures, especially in cases where a child experiences distress or resistance. This will ensure there is a clear record of the care provided and any conversations with parents or concerns raised.

**Review of Policy:**

This policy will be reviewed annually (September 2025), or as needed, to ensure that it remains relevant and effective in meeting the evolving needs of the children, families, and staff within the nursery.

| <b>Name:</b>   | <b>Position:</b>      | <b>Signed:</b> | <b>Date:</b> |
|----------------|-----------------------|----------------|--------------|
| David Birkbeck | Owner                 |                |              |
| Kayleigh Tydd  | Director              |                |              |
| Greg Bamber    | Nominated Individual  |                |              |
| Zoe Tydd       | Manager & DSL         |                |              |
| Abbie Lloyd    | Deputy Manager        |                |              |
| Jade Radcliffe | Second Deputy Manager |                |              |
| Pamela Lear    | Practitioner          |                |              |
| Diane Jones    | Practitioner          |                |              |
| Emily Gautrey  | Practitioner          |                |              |
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