

Cherrytree Nursery School Ltd

Toileting and Intimate Care Policy

All children at Cherrytree Nursery School Ltd have the right to be safe and be treated with dignity, respect and privacy at all times.

This policy aims to manage risks associated with toileting and intimate care needs and ensures that employees do not work outside the remit of their responsibilities set out below. All staff working with children at Cherrytree Nursery School Ltd have an enhanced DBS check.

This policy supports the safeguarding and welfare requirements of the Early Years Foundation Stage (2012) and the Disability Discrimination Act (2005). Cherrytree Nursery School Ltd 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 due to incontinence
- Adjustments will be made for any child who has delayed incontinence
- Mobile phones and cameras are not used by children, parents or staff in areas where intimate care is carried out

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

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

Partnership with Parents/Carers – The SENCO or a supervisor will produce a care plan appropriate to the needs of the child in partnership with parents/carers and the Key Worker will then support the plan. Adjustments will be made as and when required. The care plan will set out:

- What care is required
- Number of staff needed to carry out the task (if more than one person is required, the reason(s) will be documented)
- Additional equipment required
- Child's preferred means of communication (e.g. visual, verbal). Agree terminology for parts of the body and bodily functions
- Child's level of ability i.e. what tasks they are able to do by themselves
- Acknowledge and respect for any cultural or religious sensitivities related to aspects of intimate care
- When the care plan is to be reviewed and monitored in accordance with the child's development

Parents/carers are asked to supply the following:-

- Spare nappies
- Spare clothes, including underwear, shoes, etc

Safeguarding – Staff are trained on the signs and symptoms of child abuse 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) immediately. The safeguarding Policy will then be implemented.

Should a child become unhappy about being cared for by a particular member of staff, the DSL or 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 DSL or Manager will allocate a new keyworker where possible. If it is deemed to be in the child's best interest to liaise with outside agencies, the Nursery will do this, with parental permission.

If a child makes an allegation against a member of staff, the procedure set out in the Allegations Against Staff Policy will be followed.

Dealing with body fluids – Urine, faeces, blood and vomit will be cleaned up immediately and disposed of appropriately by the use of nappy bins, double bagging etc as necessary. When dealing with body fluids, staff wear protective clothing (disposable plastic gloves and aprons), and wash their hands thoroughly afterwards. Soiled children's clothing is bagged to go home (staff will not rinse or wash it). Children will be kept away from the affected area until the incident has been completely dealt with.

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