



## Nappy Changing and Intimate Care Policy

Windmill Under 5s, Lacey Green and Loosely Row Sports Club, Main Road,  
Lacey Green, Princes Risborough HP27 0PL  
Registered charity no: 1026976

### Version Control

| Version | Date       | Author  | Comments  |
|---------|------------|---------|---|
| 1.0     | 30.11.2017 | RM / LC | • Updated format and introduction of version control  |
| 1.1     | 25.06.2018 | RM / LC | • Reviewed policy in line with annual review schedule   |
| 1.2     | 04.07.2019 | LC/NK   | • Updated to reflect changes in practice (e.g. we no longer require older children wear 'pull-ups') |
| 1.3     | 02.07.2020 | LC/NK   | • Updated in line with changes to Early Years Alliance template                                     |

### Reviews and Approvals

|                             |   |  |
|-----------------------------|---|--|
| <b>Policy adopted :</b>     | 15 September 2009 by Windmill Under 5s Management Committee |  |
| <b>It was last updated:</b> | 2 July 2020   |  |
| <b>It will be reviewed:</b> | Summer Term (July) 2021                                     |  |
| <b>Signed &amp; dated:</b>  | Natasha Kann  | Laura Chapman – Chairperson<br>on behalf of the Management Committee |

**Safeguarding and Welfare Requirement: Health** Providers must ensure there are suitable hygienic changing facilities for changing any children who are in nappies.

## Health

### **18. Nappy Changing and Intimate Care**

#### **Policy statement**

Windmills believe that intimate care of children cannot be separated from other aspects of their learning and development. We are committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress, pain or loss of dignity/privacy.

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene, which may demand direct or indirect contact with, or exposure to the genitals. This may include such things as changing of soiled nappies, face and hand washing, assisting with the toilet, examining rashes or unusual marks, nose blowing and helping with or carrying out necessary clothing changes or applying nappy rash cream. Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them.

Staff who provide intimate care to children have training in safeguarding and child protection issues and best practice. Staff behaviour is open to scrutiny and staff work in partnership with parents/carers to provide continuity of care to children wherever possible.

No child is excluded from participating at Windmills who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents/carers towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

## Procedures

- If a child is not toilet trained when they start at Windmills, we change their nappy if soiled; however, we do not change nappies as a matter of course during a morning. We will help with any toilet training support a child may require and we are more than happy to change them if they have an accident. Parents/carers provide spare nappies and wet wipes in their bag.
- Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many staff members might need to be present when a child needs help with intimate care. Where possible, one child will be cared for by one adult, unless there is a sound reason for having two adults present.
- Children are changed within sight of other staff whilst still maintaining their dignity and privacy.
- The toilet area is screened off from the main door to provide privacy for the children.
- Key Persons will have already discussed the child's toilet routine and needs at their induction and will know which children in their care are in nappies or 'pull-ups', and what additional assistance they might need.
- An Enhanced DBS checked member of staff will change children's nappies when soiled.
- Parents/carers should provide nappies and wet wipes in their children's bags when they attend each session if they wear nappies.
- All children should have a change of clothing, including pants and socks.
- We have changing areas that are safe areas to lay young children if they need to have their bottoms cleaned.
- Gloves are not always required for a wet nappy where there is no risk of infection; however, gloves are always available for those staff who choose to wear them. Gloves are always worn for a 'soiled' nappy. Aprons are provided for staff should they wish to use them when changing nappies. Hands are washed thoroughly after each nappy is changed.
- Nappy mats are washed with soapy water after a nappy has been changed.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, staff ensure that nappy changing is relaxed and a time to promote independence in young children.
- Young children are encouraged to take an interest in using the toilet.
- Staff will encourage children to flush the toilet, wash their hands with soap and use towels.
- Staff are gentle when changing; they avoid pulling faces and making negative comments about 'nappy contents'. Staff do not make inappropriate comments about young children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and 'pull ups' are disposed of hygienically. Pants that have been wet or soiled are bagged for the parent/carer to take home.

- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/'pull ups' or underwear in the preschool this may constitute neglect and will be a disciplinary matter.

Please refer to our Safeguarding and Child Protection Policy for further guidance.