



3.4 Intimate care and toileting policy

Brockham Green Nursery recognises the need to safeguard the rights and promote the welfare of children. We provide guidance and reassurance to staff whose role includes intimate care. We assure parents that staff are knowledgeable about personal care and that their individual concerns are taken into account.

Definition of Intimate Care:

'Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with, or exposure of, the sexual parts of the body'

Intimate care tasks specifically identified as relevant include:

- dressing and undressing (underwear)
- helping child use a potty or toilet
- changing nappies/pull-ups
- cleaning/wiping/washing intimate parts of the body.

Definition of Personal Care:

'Although it may involve touching another person, it is less intimate and usually has the function of helping with personal presentation'

- Personal care tasks specifically identified as relevant include:
- feeding
- administering oral medication
- hair care
- dressing and undressing (cloth)
- washing non-intimate body parts
- prompting to go to the toilet

Children's intimate care needs cannot be seen in isolation or separated from other aspects of their lives. Encouraging them to participate in their own intimate or personal care should therefore be part of a general approach towards facilitating participation in daily life.

Staff recognise that all children have the right to be safe and to be treated with dignity and respect.

Staff recognise that Disabled children can be especially vulnerable.

Staff involved with a child's intimate care need to be sensitive to their individual needs.

Staff are aware that some adults may use intimate care, as an opportunity to abuse children.

Staff bear in mind that some care tasks/treatments can be open to misinterpretation.

Staff adhere to the settings policy and procedure to safeguard children and practitioners.

Toilet Training

Staff understand that starting at Nursery is an important and potentially challenging time for both children and their parents, it is a time of growth and very rapid developmental change for all children. As with all developmental milestones in the Early Years Foundation Stage (EYFS), there is a wide variation in the time at which children master the skills involved in being fully toilet trained.

For a variety of reasons children may:

- Be fully toilet trained
- Have been fully toilet trained but regressed for a little while due to excitement and stress of starting at a setting.
- May be fully toilet trained at home but have accidents in the setting, or vice versa
- May be nearly there but needs some reminders and encouragement
- Not toilet trained, but responds well to a structured toilet training process
- Be fully toilet trained but has a serious disability or learning difficulty
- May have development delays but with additional support will master these skills
- Have SEND and might require help with some or all aspects of personal care.

Staff work with the children and parents to ensure consistency of care and comply with parental wishes with regards to toilet training.

Safeguarding

Staff recognise that abuse of children has and can still happen in not only early years settings but also schools and other child related activities.

- Two staff must be present when providing intimate care.
- Staff are DBS checked and adhere to the safer recruitment processes.
- Staff are aware of the recording requirements if changing nappies and/or toileting
- Staff follow the settings procedures for intimate care
- Staff carry out a risk assessment of the toileting.
- Process and the area used.
- Staff consider if a child soils themselves, what additional support they and the child need
- Staff involve the child as far as possible in his or her own intimate care
- Staff record this and inform parents who sign to say they have been informed
- *Staff are aware of the tasks being undertaken
- Staff ensure that they are familiar with the settings safeguarding policy including the section on allegations against staff
- Staff inform another member of staff that they are going to change a child
- Staff are up to date with their safeguarding training

Health and Safety

There are procedures in place for dealing with spillages of bodily fluids such as the process to be followed when a child accidentally wets or soils himself/herself, or is sick while in the setting. The same precautions will apply/pull ups/changing.

This includes:

- Staff wear disposable gloves while changing a child
- Soiled nappies/pull ups securely wrapped and disposed of appropriately
- The changing area/toilet to be left clean
- Hot water and soap is available to wash hands as soon as changing is done
- Towels are available to dry hands which are washed daily

Intimate care can take substantial amounts of time but should be an enjoyable experience for the child and their parents. Every child is treated as an individual and that care is given as gently and as sensitively as possible. Children should be treated with dignity and respect and given privacy appropriate to the child's age and situation. A child should be encouraged to express choice and to have a positive image of his/her body.

Intimate care arrangements are reviewed every six months.

Intimate care may involve touching the private parts of the child's body and therefore may leave staff more vulnerable to accusations of abuse. Staff will not be alone in an enclosed area with a child.

If staff have concerns about a colleague's intimate care practise, they report this following the settings whistle blowing policy.

If staff observe any unusual markings, discolouration or swelling including the genital area, will report immediately following the settings policy and procedures.

- This Policy is linked to the Equality of Opportunity, Safeguarding Children, Health and Safety and SEND Policies

Date reviewed – November 2025