Intimate Care Procedure

Intimate Care is defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene. All staff at our setting have an Enhanced Disclosure and Barring Service Check. Only employed staff are allowed in the toilet area. If on occasion a parent/carer wishes to take their child to the toilet, they need to make staff members aware so other children can be prevented from accessing the area at the same time. All staff receive regular Child Protection and Safeguarding updates, at least annually. This training includes the subject of Female Genital Mutilation (FGM) and the mandatory reporting process.

All children need contact with familiar carers to ensure they can grow confidently and feel self-assured. Intimate care routines are essential throughout the session to ensure children's needs are met. This may include, on occasions, nappy changing, regularly supporting children with toileting daily, changing clothes where required, first aid treatment and specialist medical support.

In order to maintain the child's privacy, the majority of these actions will take place on a one-to-one basis. With communication to the Play Leader. Where possible we will endeavour to support the child with a familiar person at all times, especially regarding intimate care.

All staff wear protective gloves and aprons for nappy changes, administering first aid or cleaning a child who has soiled themselves.

Every child to be treated with dignity and respect. To aid the children's privacy the children have separate toilets that they can use with doors.

The child will be involved as much as possible in his or her intimate care, allowing the child to be as independent as possible. This can be for tasks such as removing clothing or washing private parts of the body.

We will always talk to the child about what we are doing and give choices where possible.

We will be responsive to the child's reactions.

We will make sure the practice of intimate care is as consistent as possible.

Parents/Carers will be consulted and communicated to about the intimate care that is given to their child.

Children will be asked to wash their hands after messy play, after using the toilets, before and after eating.

We seek to find out religious and cultural views of families' around intimate care.

If there is cause for concern noted during the intimate care of a child, the following will be reported to the setting's designated lead or deputy:

- ✓ If a child is accidently hurt
- ✓ The child misunderstands or misinterprets something.
- ✓ The child has as a very strong emotional reaction without apparent cause (e.g. sudden shouting or crying).
- ✓ There is any visible injury to the genital area (we will not examine a child, this/these injuries would be obvious during intimate care procedures).
- ✓ The child makes a comment that concerns you.

- All staff will ensure they follow these guidelines
- Always tell another member of staff if you need to accompany a child to the toilet or change a nappy if required.
- Always ensure that a child's privacy is protected
- Always wear an apron and protective gloves
- Always wash your hands thoroughly after an intimate care routine.

Physical Contact

As we care for young children, there will be times when staff are required to have close physical contact with a child and it is important for the children to feel safe, secure and cared for in their environment. This is generally in the form of a hug or cuddle. We understand that each individual child can react differently to physical contact and will use our knowledge of individual children, their development and wishes alongside our safeguarding knowledge to ensure physical contact is appropriate, whilst ensuring we meet the emotional needs of the child.

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Date signed off:	October 2026
Signed:	Kathleen Williams
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