



## **INTIMATE CARE POLICY**

Intimate care is an important, necessary, and essential aspect of the care we provide throughout the day. This may include nappy-changing, supporting children with toileting, changing clothes, administering first aid, and providing cuddles and physical reassurance.

At Fusion, we are committed to providing a safe, respectful, and hygienic environment for all children, that ensures children are treated with dignity and maintains their privacy.

In situations where intimate care is required, the child's safety, dignity and privacy are of paramount importance. Children requiring intimate care will always be treated respectfully.

'Intimate care' covers any task that involves the washing, touching or carrying out of a procedure to intimate personal areas and is associated with bodily functions and personal hygiene; toileting, washing, dressing, and menstrual care.

Staff at Fusion who provide intimate care will do so in a professional manner. Staff are aware of safeguarding issues and will have relevant training before providing intimate care. No child should suffer distress or pain as a result of receiving intimate care.

Staff will work in partnership with parents/carers to provide appropriate care to the needs of the individual child and together will produce a Care Plan. The Care Plan will set out:

- What care is required/ medical needs
- Number of staff needed to carry out the task (if more than one person is required, reasons will be documented)
- Equipment required
- Child's preferred means of communication (e.g. verbal, visual)
- Child's level of ability – what tasks they can carry out independently

### **Dealing with blood and body fluids**

Blood, vomit, urine and faeces will be cleaned up immediately and disposed of safely by double bagging the waste and removing it from the premises. When dealing with body fluids, staff will wear personal protective clothing (disposable plastic gloves, face mask and aprons) and will wash themselves thoroughly afterwards. Soiled children's clothing will be bagged to go home and kept by the main door – staff will not rinse or wash clothing. Children will be kept away from the affected area until the incident has been dealt with fully. Staff at Fusion will maintain high standards of personal hygiene and will take all practicable steps to prevent and control the spread of infection.

### **Best practice**

There is a designated nappy changing area. When intimate care is given, the member of staff will verbally explain fully each task that is carried out, and the reasons for it. Staff will encourage children to do as much for themselves as they can, using dolls/teddies/resources to demonstrate what they need to do. Where possible, doors will remain open, the curtain will be pulled across for the child's privacy and dignity but so staff and children can still be heard. Staff will try and limit the time they are inside the toilet with the child. We carefully consider children's privacy, and this is considered and balanced with safeguarding and support needs. Due to the open nature of the environment, staff can support each other.

We have suitable hygienic facilities and have a nappy bin too.

We also hold our own supply of clean/ spare clothes but we are conscious that some children only want to be in their own clothes, so parents do bring in spares. **There are ample toilets and handwashing facilities for children who attend wrap around and there are 2 toilets and 2 basins for our Pre-School Children.**

We have policies in place that promote Safe Recruitment, as well as having sound Staff Supervision, Safeguarding and this Intimate Care procedures; together these ensure that should a child need consistent care from a member of staff, the child's safety and well-being will not be compromised. If a child makes an allegation against a member of staff, the procedure set out in the **Safeguarding Policy** will be followed.

### **Protecting children**

Staff are familiar with the Local Safeguarding Children Partnership Booklet - Recognising The Signs Of Child Abuse and What To Do If You're Worried A Child Is Being Abused (2015). Fusion's procedures reflect the guidance in the Government guidance Working Together to Safeguard Children (2023).

If a member of staff is concerned about a child and abuse, they will inform the Management Team or Designated Safeguarding Lead (DSL) immediately. The **Safeguarding Policy** will then be implemented. Equally, if a child makes an allegation against a member of staff, the procedure set out in our **Safeguarding Children** policy will be followed.

Should a child become unhappy about being cared for by a particular member of staff, the Manager will investigate and record any findings. These will be discussed with the child's parents/carers in order to resolve the issue. If necessary, the Manager will seek advice from outside agencies. Where possible, children will not just be dependent on one member of staff, so that the child is less likely to become overly dependent on a single member of staff, and to become distressed if their usual carer is unavailable. However, parents' views on the number of staff providing personal care to their child must also be taken into consideration - some children may simply be unable to cope with more than one carer.

### **Procedure**

#### **1. Preparation**

- We ensure that all necessary supplies are ready and available (nappies, wipes, gloves, changing mats etc.).
- We wash hands thoroughly and wear appropriate PPE (disposable gloves,

aprons etc.).

## **2. During nappy changes and toileting**

- We explain the process to the child, including always asking permission from the child 'Shall we change your nappy?'
- We make sure that the child is safe and secure.
- We remove soiled nappy/underwear and gently clean the skin (with wipes).
- If required, we apply any necessary cream or ointment and recorded this so we can pass onto parents. We only apply cream if we have consent from parents.
- We put on a clean nappy or underwear and redress child or support them to redress themselves if developmentally appropriate.
- We enable a two-way exchange with parents so that information is shared about nappy changing and toilet training in a way that suits the parents and meets the child's needs.
- Parents will be engaged in potty training and supported to continue potty training with their child at home.

## **3. Respect and dignity**

- We always maintain the child's privacy and dignity. During intimate care routines, this will include either ensuring the changing area is discreet or by appropriate body placement to shield the child, whilst balancing the needs to safeguard children and staff.
- We provide reassuring cuddles when sought by a child who needs comfort. This is essential to support their emotional development.
- We use positive, comforting language throughout the process.
- We respect the child's personal preferences and cultural practices.
- We ensure that all staff undertaking intimate care routines have suitable enhanced DBS checks.

## **4. Record keeping**

- We document the time of each nappy change, the condition of the nappy, and any observations of the child's health.

## **5. Training and supervision**

- We provide regular training for staff on nappy-changing procedures and hygiene practices.
- We ensure new staff members are supervised until they are competent in the procedure.

## **6. Safety**

- We ensure that all staff have an up-to-date understanding of safeguarding/child protection and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns as set out in the Safeguarding and Child Protection policies.
- We operate a Whistleblowing Policy to ensure everyone involved with the setting has the confidence and knowledge to raise any concerns that they may have, to ensure children are safeguarded.
- We conduct regular risk assessments including for intimate care routines and review safeguards that we have in place.

If parents/carers have any concerns or questions about intimate care procedures and routines, please talk to us as soon as possible.

### **Supporting Children Experiencing Puberty**

Fusion recognises that children attending may begin or be experiencing puberty, and we are committed to supporting them with dignity, sensitivity and respect.

Staff understand that physical and emotional changes can occur at varying ages and that both boys and girls may require additional reassurance and practical support during this time.

Staff will liaise with school about when Sex Education is happening at school and provide children with the space they need to have age-appropriate discussions. Where appropriate, children will be offered increased privacy, including access to alternative or individual toilet facilities where available, we will ensure that staff are not using them. Sanitary products will be discreetly accessible within toilet areas or available from a trusted member of staff without the need to ask publicly.

Spare clothing will be kept on site to support children in the event of accidents or unexpected need, and PE kits will worn if needed. A private space will be provided if a child needs time to manage personal hygiene or change clothing.

Staff will respond calmly and discreetly to requests for support and will avoid drawing attention to the child. Support will be age appropriate and designed to promote independence, for example by guiding rather than taking over, unless safeguarding or welfare concerns require a higher level of assistance.

We at Fusion will work in partnership with parents/carers, communicating sensitively where appropriate, while maintaining the child’s dignity and confidentiality in line with safeguarding procedures. Staff will be mindful of the emotional impact of puberty, including potential embarrassment, anxiety or changes in behaviour, and will offer reassurance and understanding.

Our aim is to ensure that all children feel safe, respected and supported during this stage of development within our setting.

<b>Adopted on:</b>	<b>Last reviewed on:</b>	<b>Reviewed on:</b>	<b>Next review Date:</b>
04.01.13	01.09.2025	01.04.2026	April 2027
Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2025): <i>Safeguarding and Welfare Requirements: Safeguarding and Welfare Requirements: Suitable people [3.13-3.19]; Toilets and Intimate hygiene [3.86], Concerns about Children’s safety and welfare [3.9].</i>			
Signed and approved:	Fusion Childcare Services		