



Allsorts Intimate Care and Physical Contact Policy

Purpose

Intimate care is defined as care tasks of an intimate nature, associated with bodily functions, body products & personal hygiene. This policy is designed to act as a guideline for anyone with responsibility for the intimate care of the children at Allsorts. It outlines the guidelines for best practice.

Procedure

Children who are not yet toilet trained will not be excluded from any activity in the nursery.

Intimate care is discussed with all employees during their induction. Staff receive regular one-to-ones & appraisals, which are used to identify any areas for development or further training. Only Allsorts staff with a full and current DBS check are able to carry out this sort of care.

All staff receive safeguarding training. Which is updated every 2 years and regularly checked with senior staff, on line courses and in house training.

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

Practice

- Every child is to be treated with dignity & respect. Privacy is ensured appropriate to the child's age and situation. We have separate toilets for the children to use with doors. We adhere to the requirement to have 1 toilet per 10 children.
- Nappies are changed in the preschool bathroom or on a designated changing unit within the room. This is enclosed enough to give the child privacy, yet are not out of sight of other staff.
- The child should be involved as much as possible in his or her intimate care. Allow the child to be as independent as possible. This can be for tasks such as removing clothing or washing private parts of a child's body. Support the children in doing everything that they can for themselves.
- If a child is fully dependant on you then talk to him/her about what you are doing and give choices where possible.

Practice cont'd.

- An adult who is not familiar to them will never support a child in intimate care.
- Staff must be responsive to a child's reactions.
- Encourage the child to have a positive body image of his/her own body. Confident, assertive children who feel their body belongs to them are less vulnerable to abuse.
- Make sure the practice of intimate care is as consistent as possible.
- The parent should be consulted about the intimate care that is given to their child. The parent will be asked to supply nappies.
- Children are encouraged to wash their hands after messy play, after using the toilet, before & after eating.
- Allsorts understands its legal obligation to meet the needs of children with any delays in any area of their development. We work in partnership with parents on an individual basis to make reasonable adjustments to meet the needs of each child.
- We seek to find out and observe religious & cultural views around intimate care.
- Report any incident as soon as possible to the Room manager, and record details of the incident. If you are concerned that during the intimate care of a child;
 1. You accidentally hurt a child
 2. The child seems sore or unusually tender in the genital area
 3. The child misunderstands or misinterprets something
 4. The child has a very strong emotional reaction without apparent cause (sudden shouting or crying)

All staff must ensure that they protect themselves by following these guidelines.

- Always tell another member of staff when you are doing a change or accompanying a child to the toilet.
- Always ensure that a child's privacy is protected.
- Always ensure that you are visible to other members of staff.
- In some instances, it may be appropriate for two members of staff to change a child. If a child gets very distressed when being changed.
- Always wear protective gloves and dispose of the nappies in the nappy sacks and place in the nappy bin.
- Always wash hands thoroughly after supporting a child with intimate care.

Physical Contact

At Allsorts we care for very young children. There will be times when staff are required to have close physical contact with a child. It is also important for the children to feel safe, secure and loved in their environment. We understand that children can react differently to physical contact and we respect this. Staff have received training in safeguarding.

It should always be the child who instigates any sort of physical contact such as cuddles. If a child is very upset, then the adult must ask the child if they want a cuddle. Cuddles should only be for as long as is needed to settle or distract the child. Staff should not be picking children up and walking round cuddling them for not only the child's benefit but also the health and safety of the staff member. Children should not be kissed by the staff under any circumstances.