



# Ladybird Forest Pre-School



## Safeguarding and Welfare Requirements: Health

### 6.3. Intimate Care and Physical Contact

#### Policy Statement

This policy is designed to act as a guideline for staff for times when they are responsible for the intimate care of children or are required to have close physical contact with children at Ladybird Forest Pre-School. It outlines the guidelines for best practice to protect both staff and children.

We care for children from aged two and there will be times when staff are required to have close physical contact with a child. It is important for the children to feel safe, secure, and loved in their environment.

Intimate care is defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene. Children who are not yet toilet trained will not be excluded from any activity in the Pre-School. 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. We work with parents and carers in toilet training, unless there are medical reasons why this may not be appropriate at the time.

#### Procedures

##### *Intimate Care - Safeguarding*

- Only staff with a full and current DBS check can carry out intimate care.
- Intimate care is discussed with all staff during their induction. Staff receive regular supervision and appraisals, which are used to identify any areas for development or further training.



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- All staff receive safeguarding training, which is updated every two years and receive regular review in house training. The safeguarding officers' update their training every two years and attend regular updates and refresher training.
- We seek to find out religious and cultural views around intimate care.
- An adult who is familiar to the child will support them in intimate care.
- Staff should always tell another member of staff when they are doing a change or accompanying a child to the toilet.
- Staff should always ensure that a child's privacy is protected.
- Staff should always ensure that they are visible to other members of staff.
- Staff should be responsive to a child's reactions.
- Staff should 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.
- We seek to ensure the practice of intimate care is as consistent as possible.
- 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.
- Staff should report any incident as soon as possible to the Pre-School Manager/Deputy/Lead if they are concerned that during the intimate care of a child:
  - they accidentally hurt a child.
  - the child seems sore or unusually tender in the genital area.
  - the child misunderstands or misinterprets something.
  - the child has a very strong emotional reaction without apparent cause (sudden shouting or crying).
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies in the setting this may constitute neglect.



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### *Administering intimate care*

- Intimate care will be discussed during the home visit to establish the requirements specific to the child (e.g. water, wipes, cotton wool).
- Our key persons have a list of personalised changing times for the children in their care who are in nappies and change nappies according to this schedule, or more frequently where necessary.
- All staff wear protective gloves and aprons for nappy changes, administering first aid or cleaning a child who has soiled themselves.
- We dispose of nappies hygienically. Any soil (faeces) in nappies is flushed down the toilet and the nappy is bagged and put in bins provided. Trainer pants and ordinary pants that have been wet or soiled are bagged for parents / carers to take home.
- Nappies are changed in the changing room area on a mat designated for nappy changes. This is enclosed enough to give the child privacy yet are not out of sight of other staff.
- Our changing area is warm, with no bright lights shining down in the child's eyes. There are objects of interest to capture the child's attention.
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- We are gentle when changing; we avoid pulling faces and making negative comments about 'nappy contents'.
- We do not make inappropriate comments about children's genitals when providing intimate care.
- Staff are to wash their hands thoroughly after supporting a child with intimate care.
- The child should be involved as much as possible in his or her intimate care. Staff allow the child to be as independent as possible. This can be for tasks such as removing clothing or wiping/washing private parts of a child's body. Staff support the children in doing everything that they can for themselves.



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- If a child is fully dependant on staff, then staff are to talk to him/her about what they are doing and give choices where possible.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- We have separate toilets for the children to use with doors. Privacy is ensured appropriate to the child's age and situation. We meet the requirement to have one toilet per 10 children.
- Children are encouraged to wash their hands after using the toilet (as well as after messy play and before and after eating).
- Ladybird Forest Pre-School 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.

### ***Physical contact***

- We understand that children can react differently to physical contact and we respect this.
- Staff have received training in safeguarding and child protection.
- It should always be the child who instigates any sort of physical contact such as cuddles.
- If a child is terribly upset, then the adult should ask the child if they want a cuddle.
- Children should not be kissed by the Pre-School staff under any circumstances.

### **Relevant Ladybird policies:**

- 1.2 Safeguarding Children and Child Protection
- 10.6 Data Protection and Confidentiality



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<b>This policy was reviewed by</b>	Amanda Sanders - Pre-School Manager Victoria Grimes - Admin Manager Rebecca McGough - Chair
<b>Date of review</b>	13 <sup>th</sup> January 2024
<b>Date for next review</b>	13 <sup>th</sup> January 2025
<b>Chair's signature</b>	