

The Old School House (Tenterden) Intimate Care and Toileting Policy - Written July 2018

Members of the TOSH personnel team will, when caring for individual children:

- + Maintain the dignity of the individual child
- + Be sensitive to the needs and preferences of all children
- + Maximise safety and Comfort
- + Protect against intrusion and abuse
- + Respect the child's rights to give withdraw their consent
- + Encourage children to care for themselves as much as they are able and
Protect the rights of everyone involved.

Definition:

Intimate personal care includes "hand-on" physical care in personal hygiene, and physical presence or observing during such activities.

Intimate personal care tasks can include:

Toileting, wiping and care in genital and anal areas

Body bathing other than to arms, face and legs below the knee

Dressing and undressing

Application of medical treatment (nappy creams), other than to arms, face and

Legs below the knee.

Scope:

This policy applies to all staff undertaking personal care tasks for children who attend TOSH.

Other individuals may also require support with personal care -

Children with limbs in plaster

Children needing wheel chair support

Children with pervasive medical conditions.

Children join us at TOSH at different ages and stages of development.

TOSH acknowledges that children will develop personal toileting skills at different times and will support each individual child and their family to promote successful independent use of toilets.

Children will also be shown how to wash their own hands, by thorough demonstration, both before and after personal care routines and also before eating and drinking.

It is quite usual for children who may be reliably toileting at home, to regress when they are at nursery - accidents will be dealt with sympathetically and calmly and no child will be reprimanded for them.

How will TOSH care for children:

It is policy for nappy changing stations to be placed in discrete, but public places in the building, this is to protect both our children and our team members from any allegations being made against them.

It is our policy there will always be multiple members of staff in any nappy change area - nappies will only be changed at designated stations.

On some occasions all children may be outdoors and one require changing. In this event the team member who takes the child to the changing station, must tell their room leader that they are doing so, and if possible ask to be accompanied by another member of the team.

Toilet are directly accessible from each classroom and the doors are open at all times, enabling children to be heard if they need assistance.

Staff assisting children will help with personal hygiene tasks in a sympathetic and professional manner, commending children on their successes and supporting accidents.

(the safeguarding and welfare requirements are designed to help create a high quality setting which is welcoming, safe and secure) EYFS 2012

CRB checks are rigorously carried out for all new staff. If due to staff shortage a new team member commences placement at TOSH before their CRB/DBS check is received they are not involved in any personal hygiene tasks at the setting and are under the direct supervision of Room Leaders at all times.

Health and Safety:

Nappy stations are wiped with anti-bacterial wipes, both before and after a child is changed on them.

All team members wear PVC gloves and protective aprons, which are changed between each child to avoid potential spreading of infection.

Soiled nappies/pull ups are securely wrapped in a nappy sack and disposed of in a purpose built bin, which are then disposed of appropriately by contract collection.

Changing areas / toilets are kept clean and sanitised at all times.

Hot water and soap are available to wash hands as soon as changing is done.

Paper towels are available to dry hands.

When ever possible it is recommended that:

Mobile children are changed standing up

If this is not possible, then they will be changed on a purpose built changing bed/station.

Nappy change times provide a good opportunity for quality "one to one" interactions and nappy changes will be carried out by your child's key person, or a member of their key team.

At the start of the day, parents/carers will be asked what time their child was last changed - this information will be logged on the nappy change register. We will then change their nappy three hours after last change, unless the child soils their nappy, in which case they will be changed immediately.

Example: we are told that the child was changed at 6.30 a.m. first nappy change at 9.30 unless soiled, followed by three hourly changes.

Every nappy change will be recorded and logged on the nappy register and at the end of the day, parents / carers will be asked to sign and acknowledge when the child was last changed, so you know when they next need changing.

Policy updated: 13/7/18 FB.