

WHITEFIELD PRIMARY SCHOOL

EARLY YEARS INTIMATE CARE POLICY

OUR MISSION STATEMENT

Our school is a place where everyone is treated equally, encouraged and respected. We believe that all children should be able to achieve their full potential academically, socially and emotionally. We are committed to our school being a safe and inclusive place where learning is nurtured and encouraged in a happy, caring and fun environment. We all work for our school to be a happy place where good behaviour is expected and all children enjoy their educational journey. At Whitefield we believe in nothing but the best!

This policy has been devised in response to the increasing number of children entering the Early Years not toilet trained. It sets out the procedures we will follow in when nappy changing and in the case of a child accidentally wetting or soiling him/herself. All parents are asked to provide spare clothes in a bag regardless of whether their child is toilet trained. It also states the roles and responsibilities of both the home and school and has an agreement/consent form for parents to sign.

We are an inclusive school and do admit children who are not fully toilet trained but we feel that it benefits the child if he/she is out of nappies or at least working towards this by the time they start school.

Parents are made aware that the early years team are on hand to offer advice on how to toilet train and are put into contact with relevant support if wanted. Parents are also asked to inform us of any medical condition which requires their child to need a nappy.

Questions and Answers

- Who will change the nappy/wet/soiled clothing?

The early years support staff

- Where will changing will take place?

In the Nursery toilet area, on a changing mat.

The nappy changes will be recorded on a chart in the toilet area and in a separate record book.

- What resources will be used?

A changing mat, aprons, gloves, blue roll paper, antibacterial wipes, nappy sacks, nappies, baby wipes, cream(when specified by parent/guardian)

- How will the nappies will be disposed of?

Put in a nappy sack and in the hygienic disposal nappy bin.

- What infection control measures are in place?

Staff will wear disposable gloves and aprons while dealing with the incident.

Blue roll paper will be put on the changing mat.

Changing area will be cleaned after use.

Hot water and liquid soap is available to wash hands as soon as the task is completed.

Hot air dryer or paper towels are available for drying hands.

- What will the staff member do if the child is unduly distressed by the experience?

Staff will comfort and reassure the child, talk through what they are doing and ensure the change is complete swiftly to ensure the stress is not prolonged.

What will the staff member do if he/she notices marks or injuries on the child?

Follow the school safeguarding policy and report it to the NOMINATED SAFEGUARDING OFFICER and the Early Years Manager.

THE FOLLOWING IS A COPY OF THE HOME-SCHOOL PARTNERSHIP AGREEMENT

All parents are asked to provide spare clothes in a bag regardless of whether their child is toilet trained.

Parents are expected to provide a bag with a suitable amount of nappies, wipes and any cream needed.

If a child requires cream administering the parent is expected to sign a permission form beforehand.

The Parent/Guardian

- ✓ I agree to ensure that my child is changed at the latest possible time before being brought to the setting/school
- ✓ I agree to providing the setting/school with spare nappies, wipes and a change of clothing
- ✓ I have read the intimate care policy, I understand and agree the procedures that will be followed when my child is changed at school.
- ✓ I agree to inform the setting/school should the child have any marks/rash

The school:

- ✓ We agree to changing the child during a single session should the child soil themselves or become uncomfortably wet.
- ✓ We agree to monitor the number of times the child is changed.
- ✓ We agree to report should the child be distressed, or if marks/rashes are seen

SIGNED _____ **Parent/Guardian** **DATE** _____

MONITORING and REVIEW

It is the responsibility of the early years' staff to follow this policy. The Senior Leadership Team will carry out monitoring on the early years as part of the whole school monitoring system.

This policy will be reviewed before the start of each academic year and will evolve to incorporate the views of all staff concerned.

T Gaskell Early Years Manager September 2016