



## **Intimate Care Procedure/Policy**

**Date: 15/07/2025**

**Sign: Sam Norris**

**Review Date: On-going**

### **Policy statement**

PlayDay are committed to ensuring that all staff responsible for intimate care of children, will always undertake their duties in a professional manner. We recognise that there is a need to treat all our children with respect when all intimate care is given. NO child should be attended to in a way that causes distress, embarrassment, or pain.

This Intimate care Policy has been developed to safeguard both children and adults. It applies to everyone who is involved in the intimate care of children. A child who requires intimate care will be always treated with respect and the child's welfare and dignity are of paramount importance.

### **Procedure**

Playday aims to support children's care and welfare daily in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. At times throughout their day children will need to be cuddled, encouraged, held, and offered physical reassurance.

Intimate care routines are essential throughout the day to ensure children's basic needs are met. This may include nappy changing, supporting children with toileting, changing clothes where required, medication being given, first aid treatment, which will only be conducted from a qualified first aid trainer and who is fully DBS checked. All children's nappies will be changed in specific nappy changing areas and not just 1-1. One staff member will be doing the nappy change and whilst the other member is shadowing. This will ensure the upmost safeguarding of all children and staff. Children's privacy is conducted by areas being able to be seen other adults whilst still considering the privacy of the child.

**Milestone:** One adult to attend nappy changing/toilets are to enable safeguarding of staff and children DUE to toilet not being attached to the main room.

We wish to ensure the safety and welfare of all the children involved in intimate care routines and safeguard against any potential harm, as well ensuring the staff members involved are fully supported and able to perform their duties safely and confidently.

Through the following actions we will endeavour to support all parties:

- Promote consistent and caring relationships through key person system within the nursery and ensure all parents understand how this works.
- Ensure all staff undertaking intimate care routines have a full DBS check.

- Train all staff in appropriate methods for intimate care routines and access specialist training where required, i.e., first aid training, specialist medical support and safeguarding training.
- Conduct thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to intimate care routines.
- Follow up on these procedure through supervision and appraisal, this will allow us to identify any areas for development or further training
- Ensure all staff have an up to date understanding of safeguarding and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns in the most appropriate and speedy manner.
- The setting operates a whistleblowing policy as a means for staff to raise concerns relating to their colleagues. The management will support this by ensuring all staff feel confident in raising any worries or concerns as they arise to safeguard the children in the nursery.
- The management team regularly conduct working practice observations on all aspects of the nursery operations to ensure that procedures are working in practice and all children are supported fully by staff.
- The nursery conducts regular risk assessments on all aspects of the nursery operation and this area is no exception.

If any parent or member of staff has concerns or questions about intimate care procedures or individual routines, please see the manager at your earliest opportunity.