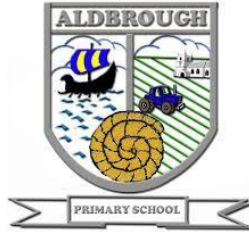


Aldbrough EYFS- Intimate/Personal Care Policy



Introduction

Aldbrough Primary School is committed to ensuring that staff responsible for the intimate care of children and young people, will carry out their duties in a professional manner at all times, ensuring dignity for the child throughout.

The school takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care.

The Governing Body recognises its duties and responsibilities in relation to the Disability Discrimination Act, which requires that any child with an impairment that affects his/her ability to carry out normal day- to day activities must not be discriminated against. With children in EYFS, communication at this age can be limited. We recognise that these children should be treated with dignity and respect so as not to cause distress, embarrassment or pain.

Staff will work in close partnership with Parents to share information in relation to this care. This policy has been updated in line with the **EYFS statutory changes (2025)**, balancing intimate care with safeguarding and dignity.

Aim

- To safeguard the rights and promote the welfare of children
- To provide guidance and reassurance to staff whose role includes intimate care
- To assure parents that staff are knowledgeable about personal care and that their individual concerns are taken into account

Definition of Intimate Care

‘Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with, or exposure of, the sexual parts of the body’.

Intimate care tasks specifically identified as relevant include:

- dressing and undressing (underwear)
- helping someone use a potty or toilet
- changing nappies
- cleaning / wiping / washing intimate parts of the body.

Definition of Personal Care

‘Although it may involve touching another person, it is less intimate and usually has the function of helping with personal presentation’.

Personal care tasks specifically identified as relevant include:

- feeding
- administering oral medication
- hair care
- dressing and undressing (clothing)
- cleaning non-intimate body parts
- Prompting to go to the toilet.

Children’s intimate care needs cannot be seen in isolation or separated from other aspects of their lives. Encouraging them to participate in their own intimate or personal care should therefore be part of a general approach towards facilitating participation in daily life.

Our approach to best practice

- The management of all children with intimate care will need to be carefully planned.
- Pupils will be supported to achieve the highest level of independence when they are being given intimate care. E.g. dressing and undressing themselves where possible, going to the toilet and wiping themselves where possible, putting wet and soiled clothes into a bag provided, getting on and off the toilet (some may require support/guidance). Toilet steps and seats may be required for some pupils.
- Staff who are carrying out intimate care are trained to do so (including Child Protection and Moving and Handling where appropriate).
- Where specialist equipment and facilities are required, every effort is made in a timely fashion, following an assessment by a Physiotherapist and/or Occupational Therapist to have this in place

Procedure for changing pupils

Laying a child down on a mat to change should be avoided but may be required in some circumstances with some children for example, during a particularly ‘messy accident’. In which case, children will lay on mat in toilets.

- Staff will ensure another staff member is aware of their intentions of the change (2 adults not possible in our setting due to staff ratios and supervision of other children during the change)
- Disposable gloves will be put on
- The child will be encouraged to do as much self care as possible and supported when necessary

- The adult will then talk through what they are about to do/doing during the change if support is needed
- The adult will change the child in the toilet area so that the other staff member can hear/see the staff member or child
- The staff member will shield the child from exposure to other children by using their body to shield
- Wet clothes go into a nappy bag and placed with child's belongings
- Soiled underwear or nappies are disposed of in a nappy bag and into the closed bin
- Staff and children wash hands
- The change and initials of staff member will be recorded in the intimate care sheet (one in F1 toilet/ one in F2 toilet). The safeguards both the child and adult and allows staff to look for any patterns for the accidents.
- Parents/carers informed of change when belongings handed over at pick up times
- All staff (including lunchtime staff) have been made aware of procedure in staff training days. This ensures for consistency during periods of cover.

Procedure for snack

- Staff wear gloves throughout preparation and serving
- Food is served in child's hand or individual plate
- Children taught that only food from their own plate can be touched and eaten for hygiene and safety (included in our curriculum)
- Children taught that food needs to be cut safely for them to eat and that some food can be eaten with their hands (included in our curriculum). Food must be eaten slowly to avoid choking

Summaries of snack and changing procedures are placed near the toilets to ensure staff consistency including supporting any staff who are covering in the unit.

Child Protection

Child protection procedures will be adhered to at all times. If a member of staff has a concern about physical changes in a child's presentation (unexplained marks, bruises, soreness for example). He/she will report to the DSL.

If a child becomes distressed about being cared for by a particular member of staff, the matter will be investigated at the appropriate level and outcomes recorded.

Monitoring and Review

This policy will be reviewed within the Child Protection and Safeguarding Policy.