

## Intimate Care

Orchard Kew Nursery believe that all children need contact with familiar, consistent carers to ensure they can grow and develop socially and emotionally. At times children need to be cuddled, encouraged, held, and offered physical reassurance.

Intimate care routines are essential throughout the day to meet children's basic needs. This may include nappy changing, supporting children with toileting, changing clothes, and giving first aid treatment and specialist medical support, where required.

To maintain the child's privacy, we will carry out most of these actions on a one-to-one basis, wherever possible, by the child's key person except for first aid treatment which must be carried out by a qualified first aider.

We wish to ensure the safety and welfare of children during intimate care routines and safeguard them against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties through the following actions:

- Promoting consistent and caring relationships through the key person system in the nursery and ensuring all parents understand how this works
- Ensuring all staff undertaking intimate care routines have suitable enhanced DBS checks
- Training all staff in the appropriate methods for intimate care routines and arranging specialist training where required, i.e. paediatric first aid training, specialist medical support
- Ensuring children are afforded privacy during intimate care routines whilst balancing this with the need to safeguard children and staff. No nappies will be changed or intimate routines including clothes change, behind closed doors
- Conducting thorough inductions for all new staff (agencies, permanent and volunteers) to ensure they are fully aware of all nursery procedures relating to intimate care routines
- Agencies and volunteers are NOT allowed to change nappies in any room, or underwear clothes such as vest, knickers, or pants.
- Only if the agency member is under supervision of a permanent member of staff, and whenever the situation requires, could support with external clothes changes such as socks, boots, shoes, hats, gloves, trousers, jumper, and coats. However, whenever it is possible Key person or permanent member of staff must to do it.
- Agencies and volunteers could support during sleep time only under permanent members of staff supervision.
- Under any circumstances an Agency or volunteer member should to be alone with children indoors or outdoors. The setting must guarantee a permanent member of staff will be monitoring them.
- Agencies and volunteer can support health and safety practice such wipe faces, hands, wash hands. Agencies cannot be inside the Preschool and toddlers room

washroom. Whenever possible toilet using and potty-training routines must to be carried out by permanent staff.

- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training
- Working closely with parents on all aspects of the child’s care and education as laid out in the Parents as Partners Policy. This is essential for intimate care routines which require specialist training or support. If a child requires specific support the nursery will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs
- Ensuring all staff have an up-to-date understanding of safeguarding/child protection and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns as set out in the safeguarding/child protection policy.
- Operating a whistleblowing policy to help staff raise any concerns about their peers or managers; and helping staff develop confidence in raising worries as they arise to safeguard the children in the nursery
- Conducting working practice observations (peer on peer) on all aspects of nursery operations to ensure that procedures are working in practice and all children are supported fully by the staff. This includes intimate care routines.
- Conducting regular risk assessments on all aspects of the nursery operation including intimate care and reviewing the safeguards in place. The nursery has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

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

<b>This policy was Adopted on</b>	<i>April 2023</i>
<b>Signed on behalf of the nursery</b>	<i>Vanessa Pinzon Torrado</i>
<b>Date of review</b>	<i>April 2024</i>
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