



6.4 Toileting and intermate care

Policy statement

We are committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children and young people will undertake their duties in a professional manner at all times. Woodlands are committed to ensuring that children are treated with sensitivity and respect.

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are too young to or are unable to do. Intimate care tasks are associated with bodily functions, body products and personal hygiene that requires direct or indirect contact with intimate personal areas. Examples include support with dressing and undressing (underwear), changing nappies, helping someone use the toilet or washing intimate parts of the body, cleaning a child who has soiled him/herself or vomited. It is also associated with other accidents that may require a child to remove their clothes. These include changes required as a result of water play, messy play, sickness and weather. Very young or disabled children may be unable to meet their own care needs for a variety of reasons and will require regular support in doing so.

We understand that the children attending Woodlands come to us having differing levels of independence and development in toileting and self-care. From time to time some children will have accidents and need intimate care. In addition to this, children and young people with disabilities and medical conditions are included in mainstream settings and a significant number of these children require adult assistance for their personal and intimate care needs.

In order to help the children to become aware of their bodily needs and respond to them in time, children in our setting have access to the toilet at any time and are encouraged to be as independent as possible depending on their age and developmental stage. All children are reminded at regular times to go to the toilet and are also encouraged to wash their hands after the toilet, we provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained.

Procedures

- We have a list of personalised changing times for the children in our care who are in nappies or 'pull-ups',
- Key persons where possible will undertake changing children in their key groups; however, where this is not possible another member of staff will change them.
- Changing areas are warm with safe areas to lay children.

- Staff encourage the children to help remove clothing where appropriate.
- Each child will need to bring their own nappies, wipes and nappy bags to setting with them and store them in their bags, however Woodlands will have their own should a child's be forgotten.
- Gloves are put on by staff before changing starts and the areas are prepared, aprons are available should they be required.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies, staff also ensure that the changing mat is cleaned after every use.
- Children are encouraged to take an interest in using the toilet; they may just want to sit on it and talk to a friend who is also using the toilet.
- Children are encouraged to wash their hands, and have soap and paper towels to hand.
- Staff are gentle when changing; they avoid pulling faces and making negative comments.
- Staff do not make inappropriate comments about children's genitals when changing their nappies.
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and pull ups are disposed of hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet and the nappy or pull up is bagged and put in the nappy bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for the parent to take home.
- We have a 'duty of care' towards children's personal needs. If children are left in wet or soiled nappies/pull ups in the setting this may constitute neglect and will be a disciplinary matter.

Role of the staff

- At all times the member of staff pays attention to the level of distress and comfort of the child.
- If the child is ill the member of staff will inform the management team who will telephone the parent/carer.
- In the event a child is reluctant to accept intimate care and finally refuses, the parent/carer will be informed.
- Our intention is that the child will never be left in soiled clothing, and as soon as a member of staff is aware of the situation, they will clean the child.
- Staff responsible will check the child regularly and ensure that he/she is clean before leaving to go home.
- The child will experience only positive encouragement and praise for his/her efforts to manage toileting.
- Staff will avoid drawing attention to such events and positively encourage the child in his/her efforts to gain these skills.
- The management of all children with intimate care needs is carefully planned.