

## St Andrew's CE Primary School

### Intimate Care Policy



Our aim is to create an environment that meets the needs of the child providing a safe and secure environment working in partnership with parents and carers.

The Disability Discrimination Act 2006 The Act places a duty on the public sector to promote equality of opportunity for disabled people and to eliminate discrimination. Not all children who attend pre-school with incontinence may have a disability; but as a school we are committed to meeting the individual needs of all children in a holistic approach working in partnership with parents and carers for the child's best outcomes.

#### **The role of the parent /carer**

- Agree to send the child in a clean nappy/pad/bag.
- Provide the setting with spare nappies/pads/bags and clean clothes.
- Understand and agree to the procedures in place for caring for their child.
- To inform the staff of any marks /rash that the child may have.
- To work with staff with toilet training or changes in intimate care routine at an agreed date which is in the best interest of the child's development.

#### **The School will**

- Wherever possible ensure the Key person changes the child.
- Change the child as quickly as reasonably possible should the child soil themselves or be uncomfortably wet.
- Monitor the times when intimate care is completed and inform parents of anything of note e.g. more changes than usual.
- Report to the parents if the child's nappy/pad/bag has been changed and any marks or soreness that was recorded.
- Report to the parents if the child is distressed during intimate care.
- To work with the parents with toilet training at an agreed date, which is in the best interest of the child's development.

### **Procedure for changing a nappy/pad**

- The Key person will complete intimate care wherever possible.
- Intimate care will only be completed in the changing area on the changing mat or standing.
- The soiled nappy/pad/bag will be removed, placed in a bag. The skin will be wiped with toilet roll or wipes when needed. If special wipes are needed then these should be provided by parents/carers.
  - The nappy/pad/bag that the parent has supplied will be placed on the child.
  - The soiled nappy/pad should be placed in the nappy/pad bin.
  - The changing mat should be thoroughly wiped down with an anti-bacterial spray.

### **Child protection**

- Standard intimate care should not raise any child protection issues
- The member of staff should inform the rest of the staff team what they are doing.
- Staff can only complete intimate children if they have a valid D.B.S. check
- Students cannot change children.

- Parents can only change *their own* children in the school. If a child becomes particularly distressed during nappy/pad/bag changing then the staff member may need to re-evaluate how important it is to change the child taking into account how long it is until the child is due to be collected, how soiled the child is and the whereabouts of the parents.

In the interests of Health and Safety and the prevention of cross contamination new disposable gloves and an apron must be worn and disposed of each time an individual child is changed. On no account can a child be left on the changing mat on their own. Parents/carers who are using our facilities may need to be reminded of this.

Updated September 2025



**Parental Permission for Intimate Care**

I give permission for .....to receive intimate care for example helping with changing or following toileting should the need arise.

I understand the staff are doing this on a voluntary basis and will endeavour to encourage my child to achieve independence in this area with dignity and respect.

I will provide the necessary change of clothes or other requirements. I understand I will be informed discretely on each occasion this happens.

Signed:

.....

Person with legal responsibility for

..... Date: .....

