



HEARTS ACADEMY TRUST

Early Years Intimate Care Policy

Reviewed and updated: January 2018

To be reviewed: January 2021

HEARTS Academy Trust is committed to providing a happy, caring and safe learning environment for all within a values led context, where everyone feels valued and grows in confidence and independence.

We promote **HAPPINESS** through a creative, exciting and practical curriculum, which generates a love of, and interest in, learning and a resilience and hope which supports us through challenging times.

Great value is placed on pupils' self **ESTEEM** which is developed through a positive and motivated attitude to learning, a healthy lifestyle, good social skills, self-discipline and a positive self-image.

We promote the highest standards of **ACHIEVEMENT** in all areas of the curriculum and help all pupils to fulfil their potential regardless of gender, race or ability.

We foster **RESPECT and RESPONSIBILITY** for all by establishing good relations between the school, home and community. Pupils are taught respect for themselves, others and the environment. They are also taught to take full responsibility for their own choices and responsibility for themselves and their community.

We encourage **TRUTH** and honesty in all aspects of school life – relationships, work and the curriculum and learn to trust and accept others' individuality and uniqueness.

We develop **SPIRITUALITY and SERVICE** so that calm, quiet, reflective times which support deep thought are part of school life and beauty is appreciated. We promote a service culture that reflects our duty to support and show compassion to all members of the community and not just ourselves.



Children at the HEART

Early Years Intimate Care Policy

This policy has been devised in response to the increasing number of children entering the Early Years not toilet trained. It sets out the procedures we will follow in when nappy changing and in the case of a child accidentally wetting or soiling him/herself.

All parents are asked to provide spare clothes in a bag regardless of whether their child is toilet trained.

We are an inclusive school and do admit children who are not fully toilet trained but we feel that it benefits the child if he/she is out of nappies or at least working towards this by the time they start in Nursery and Reception.

Parents are made aware that the Early Years team are on hand to offer advice on how to toilet train and are put into contact with relevant support if needed. Parents are also asked to inform us of any medical condition which requires their child to need a nappy.

Early Years support staff will change nappies/wet/soiled clothing. The changing will take place in the Nursery/Pre-school toilet area on a changing mat. The nappy changes will be recorded in a book in the toilet area.

Pre-school, Nursery and Reception intimate care will usually take place in the toilets which are private enough to respect the child's dignity but also allow the adult to be seen at all times to prevent them from allegations or bringing their behaviour into question.

No adult will be left alone behind a fully closed door when carrying out intimate care procedures. This puts both the safety of the child and staff member at risk.

The following resources will be used: A changing mat, aprons, gloves, paper towels, antibacterial spray, nappy sacks, nappies, baby wipes and cream (when specified by parent/guardian).

The nappies will be disposed of in a nappy sack and in the hygienic disposal nappy bin.

To prevent the risk of infection, staff will wear disposable gloves and aprons while dealing with the incident. The changing area will be cleaned after use with antibacterial spray. Hot water and liquid soap is available to wash hands as soon as the task is completed. Paper towels are available for drying hands.

If the child is unduly distressed by the experience a staff member will comfort and reassure the child, talk through what they are doing and ensure the change is complete swiftly to ensure the stress is not prolonged.

If the staff member notices marks or injuries on the child then he/she will follow the school safeguarding policy and report it to the Designated Safeguarding Lead.

Signed (Parent/Carer) _____

Date _____