

## Intimate Personal Care Policy

### Principles

The purpose of this policy is to ensure the appropriate processes with regard to intimate personal care are known and adhered to within the setting. Rainbow Stop Playgroup is committed to ensuring that all staff responsible for the intimate care of children or young people will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children/young people with respect and dignity when intimate care is given.

### Policy

This policy has been introduced to ensure that staff and volunteers within the setting are aware of the Intimate Personal Care Policy and conform to the expectations of Rainbow Stop Playgroup in line with current standards of care.

**At all times management and staff will ensure that** there is positive engagement with parents/carers and Rainbow Stop Playgroup will work in partnership with regard to toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

### Procedure

Management and staff will endeavour to ensure that:

- There is adequate support for children/young people with intimate care needs and individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.
- Staff who provide intimate care are trained to meet the needs of individual children.
- Only vetted staff are allowed to be involved in the intimate care of the children.
- All staff adhere to Rainbow Stop Playgroup's Safeguarding and Child Protection Policy.
- Suitable equipment and facilities are made available.
- Staff carrying out intimate care are appropriately supported.
- Where possible one to one care will be provided unless there is an identified need for having more adults.
- Intimate care is discussed and agreed with parents and carers.
- The needs and wishes of the child/young person are taken into consideration.
- The constraints of staffing and equal opportunities legislation are taken into account.
- Changing areas are warm with safe areas to lay children.
- Each child has their own nappies or pull-ups and changing wipes to hand.
- Gloves and aprons are put on by staff before changing starts and the areas are prepared. The changing mat is cleaned with antibacterial wipes after use.
- There is an appropriate sanitary bin designated for the disposal of nappies

This Policy was reviewed on 27<sup>th</sup> February 2015