St. John the Baptist R.C. Primary School

Intimate Care Policy for EYFS (Early Years Foundation Stage) Children

OUR MISSION STATEMENT

"Love one another"

St John the Baptist RC Primary School is a place of learning in which everyone is encouraged to fulfil their own unique potential. We try always to remember that everyone is special and should be treated with respect. Our Catholic faith touches every part of our school life and we try to be a community which has Jesus at the heart of all we do.

This policy was prepared by the EYFS (Early Years Foundation Stage) Leader:

Mrs Pauline Barker

It was reviewed and updated in June 2025

The EYFS GOVERNOR is Mrs L Bradford

Approved by Governors: **Signed: _____ Date: _____**

Introduction

This Intimate Care Policy applies to everyone involved in the intimate care of children within the EYFS classes.

This policy should be read in conjunction with the following whole school policies:

- Health & Safety Policy
- Staff Recruitment Policy
- Moving and Handling Policy
- Safeguarding Policy

Definition

Intimate care is any care which involves washing, touching or carrying out an invasive procedure that most children carry out for themselves but which some are unable to do due to physical disability, special educational needs associated with learning difficulties, medical needs or needs arising from the child's stage of development. Care may involve help with drinking, eating, dressing and toileting.

Aims

The aims of this document and associated guidance are;

- To provide guidance and reassurance to staff
- To safeguard the dignity, rights and well-being of children within our EYFS setting
- To assure parents that staff are knowledgeable about intimate care and that their individual needs and concerns are considered.

Policy statement

No child is excluded from participating in our EYFS setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent.

Working in partnership with parents is a vital principle of the EYFS. Exchanging information with parents is essential.

We encourage and empower parents to work together with staff to ensure a consistent approach. We will always work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. ***In the case of a child who has regular soiling incidents we may request that pull-ups are worn until incidents are significantly reduced.***

We provide nappy changing facilities and exercise good hygiene practices to accommodate children who are not yet toilet trained.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

Procedures

- All EYFS staff are aware of the young children in their care who are in nappies or 'pull-ups' and those children who have occasional accidents.
- Young children should wear 'pull-ups' or other types of training pants as soon as they are comfortable with this and their parents agree.
- We have a changing station in the larger cubicle in our shared bathroom. The padded changing mat maybe removed from the unit and placed on the floor where it is safer to change at a lower level.
- Each child's parent is requested to provide a bag with spare clothes and underwear, and this bag is collected from their coat hook before changing so everything is to hand.

- For children who regularly wear nappies, parents are asked to provide a pack of nappies/pull ups and wipes. These are labelled with the child's name and kept in the changing area. Their spare clothes bag is also kept in the changing area after the first use each day for speed and ease later. The bag should be sent home when necessary to be replenished.
- The changing unit is kept stocked with spare clothes, wipes, disposable nappy sacks and nappies in case a parent forgets to send spares.
- Our staff put on gloves and an apron before changing starts and the areas are prepared. New gloves are used each time a new child is changed.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- Our staff never turn their back on a child or leave them unattended whilst they are on the changing mat.
- We are gentle when changing; we avoid pulling faces and making negative comments about "nappy contents".
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in young children.
- We encourage children to take an interest in using the toilet.
- We encourage children to wash their hands, and we have soap and paper towels to hand. They should be allowed time as they explore the water and the soap.
- Children access the toilet when they have the need to and are encouraged to be independent.
- Children who can use the toilet independently but may need help with wiping their bottom should call for assistance and staff will assist once they have put on their gloves. In time we move from wiping their bottom for them to passing the toilet roll to them to try themselves and assisting them to know when it is clean.
- We dispose of nappies and pull ups hygienically. Any soil (faeces) in nappies or pull ups is flushed down the toilet when possible and the nappy or pull up is bagged and put in the outdoor bin. Wet nappies and PPE are put in the specialist sanitised bin within the EYFS Bathroom. This is collected regularly by an external agency.
- Clothes and underwear that have been wet or soiled are bagged for parents to take home or maybe washed in house if time permits.

School Responsibilities

- All staff working with children are subject to the appropriate Disclosure and Barring Checks. This includes student teachers on work placement and volunteers.
- Only those members of staff who are familiar with the intimate care policy and other pastoral care policies of the school are involved in the intimate care of children.
- Where anticipated, intimate care arrangements are agreed between the school and parents.
- Consent forms for intimate care are signed by the parent and stored in the child's school file.

Date & time	Childs Name	Type of Care Carried out (toileting, nappy change, other intimate/personal care task)	Initials of person carrying out care

Appendix 1 – Intimate Care and Toileting Log

Appendix 2:

St John The Baptist School EYFS Intimate Care & Toileting Parental Consent Form

Name of Child	
Date of Birth:	
Class (N or R)	

Care required: (please tick)

- Nappy / pull ups changed at regular intervals
- Occasional wet accidents
- Assistance to wipe / clean bottom or change underwear if needed
- Changing out of wet or dirty clothes due to messy play
- Other type of intimate care needed (please specify)

School Responsibility:

- Intimate care tasks will be carried out in the EYFS bathroom using the changing facilities provided in accordance with the school's Intimate Care Policy
- All Staff will use the gloves, aprons and toilet tissue provided by school and wipes and nappy sacks provided by school or child's own parents (see below) to safely and hygienically carry out the procedure.

Parental Responsibility:

- Parents will provide a full set of spare clothes for Nursery children which should hang on their child's coat hook.
- Reception children should have spare underwear and socks in their PE bag.
- Parents of Children not yet toilet trained should provide a pack of nappies /pull ups / wipes to be kept in the changing area and spare clothes in their bag. This bag should be checked and replenished by parents and left on their child's coat hook.

I give permission for staff working within the EYFS unit to attend to the intimate care and toileting needs of my child and I agree with the procedures outlined in the school's Intimate Care Policy.

Signed by Parent _____ Date _____