



Intimate Care and Nappy Changing Policy

At Lymestone Preschool, we are committed to meeting the intimate care needs of all children in a way that respects their dignity, privacy, and independence. Care will be provided with sensitivity to cultural, religious and individual needs. We recognise that intimate care is a sensitive area of practice and will always be carried out in a safe, respectful and supportive manner. This policy is in line with the Early Years Foundation Stage (EYFS) statutory framework and reflects our safeguarding responsibilities.

Key Principles

- All children have the right to be safe, respected, and treated with dignity
- Intimate care will be child-centred and responsive to individual needs
- Children will be encouraged to develop independence at their own pace
- Staff will promote privacy and modesty at all times
- Intimate care routines are part of our safeguarding practice
- No child will be excluded because they are not toilet trained

Definition of Intimate Care

Intimate care includes any care that involves:

- Toileting and support with wiping
- Nappy changing
- Changing clothes following accidents
- Washing intimate parts of the body
- Supporting children with personal hygiene

Staffing and Supervision

Intimate care is carried out by suitably trained and vetted staff (including enhanced DBS checks). Wherever possible, care is provided by a familiar member of staff. Staff will inform another adult when they are undertaking intimate care. Nappy changing takes place in the designated changing area located within the accessible bathroom. The door will remain partially open to maintain staff safeguarding and accountability while respecting the child's privacy.

Respecting Privacy and Dignity

- Children's privacy will be respected while ensuring appropriate supervision.
- Staff will use appropriate language and avoid any actions that could be misinterpreted.
- Children will be supported sensitively, especially as they grow in awareness of their own bodies.

Procedures for Intimate Care

- Children will be spoken to respectfully and the process explained in an age-appropriate way.
- Staff will explain what they are doing in an age-appropriate way and seek the child's cooperation wherever possible, responding sensitively to their preferences and level of understanding.
- Children will be encouraged to do as much as they can for themselves.

- Appropriate personal protective equipment (PPE), such as gloves and aprons, will be worn and changed between each child. Gloves will also be changed before and after applying any cream or ointment.
- Hygiene procedures will be followed at all times, including handwashing before and after care.

Nappy Changing and Toileting

- Nappy changing areas are clean, safe, and hygienic.
- Children are never left unattended during nappy changing.
- Soiled nappies and waste are disposed of safely in line with infection control procedures.
- Children who show signs of nappy rash or skin irritation may have a barrier cream or ointment applied where written parental permission has been obtained. Any creams supplied by parents/carers must be clearly labelled with the child's name. Parents/Carers will be informed of any cream application at collection.
- Parents/carers are expected to provide sufficient nappies, wipes, and spare clothing.
- Children will be encouraged to develop toileting and self-care skills in line with their development. Staff will provide gentle guidance and reassurance to build confidence.
- Accidents are treated sensitively and without embarrassment.

Record Keeping

Staff will record intimate care for the following:

- Routine nappy changes
- Accidents
- Medical needs
- Cream applications

Intimate care and nappy-changing records will be recorded in the designated record folder located within the bathroom area. Records will include the date, time, child's name, staff member's name and the reason for the care provided. Records will be stored securely and treated as confidential. Routine records will be retained for one month before being confidentially disposed of in accordance with the setting's data retention procedures.

Very soft or watery stools may be a sign of diarrhoea. Enhanced hygiene and cleaning procedures will be implemented to minimise the risk of cross-contamination. The staff member will report this to the Manager, who will inform the parent/carer.

If a child experiences two or more episodes of diarrhoea within a six-hour period, or develops additional symptoms of illness, parents/carers will be contacted and asked to collect their child. The child must then remain absent from the setting for 48 hours after the last episode of diarrhoea, in line with public health guidance.

Safeguarding

All staff understand that intimate care is a potential safeguarding area.

Any concerns about a child's wellbeing, behaviour, or physical condition will be reported in line with the setting's Safeguarding and Child Protection Policy.

Staff will be alert to:

- Unusual marks or injuries
- Changes in behaviour

- Signs of discomfort or distress

If a child becomes distressed or makes a disclosure during intimate care, safeguarding procedures will be followed immediately.

No member of staff will carry out intimate care in a way that could be considered intrusive or inappropriate.

Partnership with Parents

Intimate care arrangements will be discussed with parents/carers on admission. Parents are asked to complete a care plan on Learning Journals to provide information about their child's individual needs and routines.

Parents/carers are responsible for providing an adequate supply of nappies, wipes, nappy cream (where required) and a sufficient change of clothing for their child. All personal items should be clearly labelled with the child's name. The setting will inform parents/carers when supplies are running low; however, it remains the responsibility of parents/carers to ensure these items are replenished as needed.

Any concerns or changes will be communicated promptly.

For children with specific needs, including medical conditions or SEND, an individual care plan will be put in place where required and developed in partnership with parents/carers and relevant professionals.

Allegations and Staff Protection

This policy protects both children and staff by ensuring clear, safe procedures. Staff are expected to follow this policy at all times.

Any concerns or allegations will be managed in line with the setting's Allegations Against Staff Policy.

This policy was agreed by Lympstone Preschool Committee, and will be reviewed annually, or sooner if legislation, guidance or operational requirements change.

Reviewed: 02/06/2026