



Seaham Harbour Nursery School

Intimate Care Policy

We recognise that some children may not be fully toilet trained when they start Seaham Harbour Nursery School, which may be due to their particular needs or because they are immature in this area. The following are guidelines for changing children who are wet or soiled.

Aims

- To either begin or continue the child's toilet training in harmony with home procedures, to enable the child to become as independent as they can possibly be.
- To advise parents where necessary
- To enable the child to have privacy and respect whilst safeguarding ourselves
- To give the child a basic understanding of hygiene
- To maintain high standards of health and hygiene whilst protecting ourselves from infection.

Procedures

Clothes

We keep a few basic sets of clothes (Boys' and girls' pants, socks, trousers, t-shirts, jumpers, etc...), these are usually donated by parents. Depending on the child's needs or frequency of 'accidents' we sometimes ask parents to provide a supply of clothes for their child.

Nappies

We expect parents of children who are still in nappies to give us a supply of nappies and wipes they would normally use with their child; these are stored in named drawers in the disabled toilet. Early Learner children all bring a bag with a supply of nappies, wipes, spare clothes etc.

Who changes?

Every one (i.e. both teachers and nursery nurses) have a responsibility for changing children. Students and volunteers are not allowed to change children.

Where do we change?

For Early Learner children we will change the children (in nappies) in the disabled toilet on a changing table. For Nursery children (in nappies) we will change in the disabled toilet on a changing table. Staff will follow the nappy changing policy and procedures.

Staff will inform another member of staff and take the child to be changed. For 3 to 4 year olds, the child will be encouraged to use the toilet, and then to change into dry clothes as independently as possible if this is not practical then children will be changed in the utility room or in the disabled toilet.

Wet clothes will be placed in a plastic bag on the child's peg for parents to take home.

A record of changing time is completed by the member of staff and witnessed by another member staff.

Children with special educational needs and disabilities will have a personalised intimate care plan written and agreed by parents and carers. (Appendix 1)

Hygiene

Children are always encouraged to use the toilet and if they have had an 'accident' to change themselves if possible. Wet clothes are hung on their peg ready to take home and children will wash their hands when they are finished. Staff must wear plastic gloves when changing children. Nappies, baby wipes, etc should be disposed of in double plastic bags in the nappy bin. Soiling on clothes should be flushed down the toilet and clothes tied in a plastic bag for the parent to clean at home.

Parents

When toilet training children we have high expectations and approach the whole subject in a calm and non-blaming way. Little attention is given to continual wetting or soiling and positive reinforcement given when the child manages to use the toilet or stay dry. Simple explanations can be given to the child about why it is so good to stay clean and dry. These principles can be shared with parents who may need support in this area.

We would hope to talk about any or all aspects of toilet training with parents at all stages to keep them fully informed about progress or concerns at school.

Headteacher: Carole Scott

Chair of Governors: Ann-Marie Green

Reviewed Summer 2023



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Intimate Care Plan

Child's Name	DOB
Type and level of care required	
Advisory information regarding the procedures required	
Who will change the child or carry out the toileting/personal care tasks?	
Where will the care tasks be carried out?	
What resources/equipment will be used?	
What infection control measures are in place?	
What action will be taken if the child becomes distressed or concerns arise?	
How will the nappy/pad or other medical aids be disposed of?	
Agreement by parents to provide spare nappies, cleaning wipes, underwear or clothing	
Toileting plan	

Parent signature Headteacher signature

Date

To be reviewed with support plan

