



Nappy Changing & Intimate Care

At Kids2Day Pre-School, we are committed to ensuring that every child's intimate care needs are met in a safe, respectful and sensitive manner. We recognise that intimate care is an essential aspect of some children's daily care and will always be provided in a way that protects their dignity, privacy, wellbeing and rights.

We believe that intimate care should promote children's independence wherever possible while ensuring they feel safe, comfortable and respected. Staff will work in partnership with parents and carers to provide consistent care that meets each child's individual needs.

Intimate care refers to any support involving a child's personal care, including:

- Nappy changing
- Assisting with toileting
- Washing intimate body areas
- Changing wet or soiled clothing
- Dressing and undressing where assistance is required
- Applying creams or ointments where parental consent has been obtained

All intimate care will be carried out respectfully, sensitively and in accordance with safeguarding procedures.

When providing intimate care we will:

- Respect each child's dignity, privacy and individual needs.
- Explain what we are doing using age-appropriate language.
- Seek the child's cooperation wherever possible.
- Encourage children to do as much for themselves as they are able.
- Never rush or embarrass a child.
- Respect children's cultural, religious and personal preferences wherever possible.
- Work closely with parents to ensure consistency between home and preschool.
- Maintain the highest standards of hygiene and infection prevention.

No child should experience unnecessary distress, discomfort or embarrassment while receiving intimate care.

Where a child requires regular or ongoing intimate care, an Individual Intimate Care Plan will be agreed with parents or carers before care begins.

The plan will include:

- The child's individual care requirements.
- Personal care routines.

- Level of independence.
- Preferred methods of communication.
- Any medical conditions.
- Equipment required.
- Use of creams or medication.
- Number of staff required (where appropriate).
- Cultural or religious considerations.
- Review dates.

Care plans will be reviewed regularly and updated whenever the child's needs change.

Staff Responsibilities

All staff providing intimate care will:

- Hold an enhanced DBS check.
- Receive appropriate safeguarding training.
- Follow the Preschool's safeguarding procedures at all times.
- Maintain professional boundaries.
- Respect confidentiality.
- Record intimate care provided where required.
- Report any concerns immediately to the Designated Safeguarding Lead (DSL).

Where possible, children will receive intimate care from familiar members of staff to help them feel safe, secure and supported. We aim for each child to develop trusting relationships with at least two practitioners who can provide intimate care, ensuring continuity and reducing any anxiety if their usual practitioner is unavailable.

Promoting Independence

We recognise that developing independence in personal care is an important part of children's learning and development and therefore, staff will encourage children to assist in these tasks based on their age and stage of development to the point they are able to carry out these tasks independently or with little support.

Privacy and Dignity

Intimate care will be carried out in an area that protects the child's privacy while ensuring appropriate safeguarding arrangements remain in place.

The toilet or changing area door will remain open or ajar where appropriate so staff remain within hearing distance of colleagues whilst maintaining the child's dignity.

Visitors at the door will not be able to enter the pre-school while intimate care is being provided. If they are already in the pre-school, they will be asked to move into the main pre-school room and out of view.

Safeguarding

Staff understand that intimate care is a regulated activity requiring the highest standards of professional conduct.

If staff observe:

- unexplained marks
- bruising
- soreness
- unusual injuries
- changes in behaviour
- disclosures made by a child

They will immediately report their concerns to the Designated Safeguarding Lead and follow the Preschool's Safeguarding and Child Protection Policy.

Should a child become distressed about receiving intimate care from a particular member of staff, this will be investigated promptly in partnership with parents.

Any allegation against a member of staff will be managed in accordance with the Preschool's safeguarding procedures.

Infection Prevention and Hygiene

To minimise the risk of infection:

- Disposable gloves and aprons will be worn during all intimate care procedures.
- Hands will be washed thoroughly before and after providing intimate care.
- Children will be encouraged to wash their hands after toileting or nappy changing.
- Changing mats will be cleaned and disinfected after every use.
- Toilet areas will be cleaned regularly throughout the day.
- Appropriate cleaning products and spill kits will be used where necessary.

Blood and bodily fluids will be cleaned immediately following the Preschool's Infection Control procedures.

Nappy Changing

As standard practice, children's nappies/pull-ups will be checked on arrival at preschool and again before they leave at the end of their session. Nappies will also be checked regularly throughout the day and changed promptly whenever they are wet or soiled. As a general routine, children will be changed every 3–4 hours; however, changes will always be based on the individual child's needs rather than waiting for a scheduled changing time.

During nappy changing staff will:

- Explain each step to the child.
- Wear disposable gloves and an apron.
- Maintain the child's dignity.
- Clean the changing area after each use.
- Dispose of waste safely.
- Wash both their own and the child's hands afterwards.
- Record each nappy change in accordance with preschool procedures and update parents through the Blossom App.

Where possible, a child's key person will undertake nappy changing during the settling-in period to help develop trust before other familiar staff members gradually provide care.

Toileting and Toilet Training

We recognise that toilet training is an important developmental milestone and will work closely with parents to provide a consistent approach.

Staff will:

- Encourage children to use the toilet or potty when they are ready.
- Never force a child to sit on the toilet or potty.
- Offer praise and encouragement.
- Support children discreetly following accidents.
- Ensure children remain clean, comfortable and dry.

Children will never be made to feel embarrassed or ashamed following a toileting accident.

Parents are asked to provide additional spare clothing during toilet training.

Applying Creams

Non prescription barrier creams may be applied only where written parental consent has been obtained.

Prescription creams must:

- Be provided in their original packaging.
- Display the pharmacy label.
- Be accompanied by a completed medication consent form.

Disposable gloves will always be worn when applying creams.

Communication with Parents

We believe that open communication supports children's wellbeing.

Parents will be informed of nappy changes, toileting accidents and if cream was applied through the diary on Ovivio.

If there are any concerns regarding intimate care, irritation or rashes or changes to their child's toileting routine this will be discussed in person at handover.

Where ongoing intimate care is required, staff will regularly review arrangements with parents.

Parent and Carer Responsibilities

Parents and carers are asked to:

- Inform the Preschool of their child's intimate care needs.
- Provide sufficient spare clothing.
- Provide prescribed creams or medication when required.
- Inform staff of any medical conditions or allergies affecting intimate care.
- Work in partnership with staff during toilet training.
- Keep children at home if they are experiencing sickness or diarrhoea in accordance with the Preschool's Exclusion Policy.

This policy should be read alongside:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Infection Control Policy
- Medication Policy
- SEND Policy
- Behaviour Policy
- Privacy and Confidentiality Policy

This policy is written in accordance with:

- Statutory Framework for the Early Years Foundation Stage (2025)
- Working Together to Safeguard Children (2023)
- Children Act 1989 and 2004
- Equality Act 2010
- UK General Data Protection Regulation (UK GDPR)

This policy was adopted by: Kids2day Preschool	Date: 04.08.26
To be reviewed: August 27	Signed:

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2026): Safeguarding and Welfare Requirements: Special educational needs [3.77], safeguarding training [3.31- 3.33], toilets and intimate hygiene [3.88] and Suitable people [3.13. -3.19].*