



## Safeguarding

### Magdalene Pre-school

#### Intimate care policy

Magdalene preschool recognise that toilet training in Early Years settings must be recognised as intimate care. Intimate care tasks are associated with bodily functions, body products and personal hygiene that demand direct or indirect contact with, or exposure of the genitals.

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people learn to carry out for themselves, but which some are unable to do because of their age, physical difficulties, special needs or ill health.

Magdalene pre-school believe that all children must be supported and encouraged to achieve the highest level of autonomy that is possible, given their age and ability.

All staff understand our child protection procedures and have had appropriate training and guidance in the principles of safe caring.

To ensure that all children are supported cared for and protected in a dignified manner, procedures are as follows.

- All Staff must be DBS checked and regularly trained regarding child protection and health and safety, (which may include manual handling), to ensure that they are fully aware of infection control, including the need to wear disposable aprons and gloves.
- All staff helping children with intimate care will wear hypoallergenic disposable gloves.
- Staff must tell the manager or deputy manager when changing a child.
- If a child is changed including nappy changing or a change of underwear, it is recorded in the intimate care book, with the date, time and what member of staff changed the child recorded, a copy is then put in the child's bag.
- Every child's right to privacy will be respected. Careful consideration will be given as to how many staff might need to be present when a pupil needs help with intimate care. Cameras and mobile phones are never be taken into bathroom areas/nappy change area by staff or children
- Soiled clothing to be placed in double plastic bags and returned to parent/carer
- Nappies are put in a plastic bag and disposed in the outside bin.
- Every effort will be made to avoid instances when members of staff are left alone with a child.
- There will be 2 adults at all times with children.
- In an extreme case that a member of staff is alone with a child the door of the room should be kept open and another member of staff informed.

- If a child makes inappropriate physical contact with a member of staff, students or volunteer this will be recorded fully in the incident book.
- Staff will never carry out a personal task for a child that they can do themselves. Where it is essential, staff will help a child whilst being accompanied by a colleague. Unless a child has a particular need, staff should not accompany children to the toilet. Staff are aware that this and other similar activities could be misconstrued.
- Staff will be mindful of how they touch children, given their age and emotional understanding. Unnecessary or potential inappropriate physical contact will be avoided at all times.
- Staff will ask children for their consent before changing their nappies or clothing to ensure "respectful" changes. This doesn't mean that nappies or clothing won't be changed if the child doesn't consent. It encourages relationship building and learning.
- For children that have additional needs or who are non-verbal, staff will communicate changing their nappies or clothing through the use of video modelling, picture books, computer visuals, pecs images, Makaton/signing and support tools.
- All allegations made by a child against of a member staff will be fully and accurately recorded, including any actions taken, in the record book. In the event of there being a witness to an incident, they should sign the records to confirm this.
- We follow the guidance of the Local safeguarding Children's Board when responding to any allegations against staff or volunteer.

Legal framework: <https://www.unicef.org.uk/what-we-do/un-convention-child-rights/>  
<https://www.croydon.gov.uk/healthsocial/families/childproctsafe/cscb>

Signed.....Date.....

On behalf of the management committee

This policy was implemented.....