



'We can and we will'

GLEBE PRIMARY SCHOOL
IINTIMATE CARE POLICY

Reviewed: September 2024- SENDCo & Curriculum & Policy Committee

To be Reviewed: September 2025

Mission Statement:

At Glebe School, we believe in an ethos that values the whole child. We strive to enable all children to achieve their full potential academically, socially and emotionally.

Policy Statement

No child is excluded from participating in our setting who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We provide nappy changing facilities and exercise good hygiene practices in order to accommodate children who are not yet toilet trained. Parents should take the lead and we as staff will support them in the process. 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

- Key persons are aware of the children in their care who are in nappies or 'pull-ups' and those children who have occasional accidents.
- 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 our nursery, which may be used to lay young children down on if they need to be changed. Each child's bag is collected, before changing, so their nappies, pull ups and changing wipes are to hand.

Intimate Care Policy

- There should be more than one member of staff present when a child is being changed.
- Our staff put on gloves and aprons 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 children.
- We encourage children to take an interest in using the toilet.
- We encourage children to wash their hands, and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
- Children access the toilet when they have the need to and are encouraged to be independent.
- We dispose of nappies and pull ups hygienically in a nappy bin.
- Parents will supply nappies, wet wipes and nappy sacks. Staff will let parents know when supplies are running low.
- We date and time when a nappy change has taken place.

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SCHOOL NAME: Glebe Primary School

Child's Name:	Date:
Nominated Staff:	
Main areas of need:	
Detailed Plan: (refer to any toileting plans, dressing or undressing and medical needs) _____ has additional needs. Where possible two people should be in the room when looking after _____ needs. On occasion where this isn't possible, the door of the room should be left open. If _____ has an accident, the adult should undress _____ to ensure she is kept as clean as possible.	
This plan was written by _____ on _____	
This plan was agreed with parents/carers on _____	
The child's views were sought for this plan on N/A (if not, please state why not): Due to age.	
Signed (Headteacher) _____ Date _____	
Signed (TA, Support staff) _____ Date _____	
_____ Date _____	
Signed (Parent/carer) _____ Date _____	

Intimate/Personal Care Plan