



'We can and we will'

GLEBE PRIMARY SCHOOL

INTIMATE CARE POLICY

Reviewed: May 2026 - SENDCo & Curriculum & Policy Committee

To be Reviewed: May 2027

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. We ensure that every child is treated with dignity and respect, and that their right to privacy is maintained.

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:** Staff are aware of the children in their care who are in nappies or 'pull-ups' and those children who have occasional accidents.
- **Transition:** Children should wear 'pull-ups' or other types of training pants as soon as they are comfortable with this and their parents agree.

Intimate Care Policy

- **Facilities:** We have a designated changing station in our nursery. Each child's bag is collected before changing to ensure their nappies, pull-ups and wipes are to hand.
- **Safeguarding:** While a child is being changed, another member of staff should be within earshot or sight to ensure the safety of both the child and the adult. All staff must have a clear Enhanced DBS check.
- **PPE:** 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 to prevent cross-contamination.
- **Dignity:** Staff never turn their back on a child or leave them unattended on the changing mat. We are gentle, avoid making negative comments about nappy contents, and ensure the experience is relaxed.
- All our staff are familiar with our hygiene procedures and carry these out when changing nappies.
- **Independence:** Children access the toilet when they have the need to and are encouraged to be independent. We encourage children to take an interest in using the toilet.
- **Hygiene:** 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.
- **Disposal:** 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.
- **Recording:** We maintain a log to date and time when a nappy change or intimate care has taken place.
- **Supplies:** Parents supply nappies, wet wipes and nappy sacks. Staff will notify parents when supplies are running low.

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