

Cornhill Nursery – Intimate Care Policy



Introduction

This policy has been written based on the current guidance published by;

- **The Care Inspectorate** – *Nappy Changing Facilities for Early Learning and Childcare Services: Information to Support Improvement June 2018*
- **Health Protection Scotland** - *Infection Prevention and Control in Childcare Settings (Day Care and Childminding Settings) May 2018*
- **NHS Handwashing Guidance.** *How to wash your hands - NHS (www.nhs.uk),*

to ensure that high standards of care, infection control and respect for the child the following procedures will be followed.

Who is responsible?

Cornhill Nursery is committed to ensuring that all staff responsible for the intimate care of children and young people undertake their duties in a professional manner at all times, ensuring that children are clean, dry, and supported to access toileting/changing facilities as appropriate throughout the session.

We recognise that there is a need to treat all children with respect when intimate care is given. The child's welfare and dignity is of paramount importance. Every child's right to privacy will be respected.

We recognise that children will join us having reached differing levels of independence and development in toileting and self-care. Parents/carers are responsible for ensuring staff are made aware of their children's stage of toilet training prior to the child starting nursery and are asked to provide at least one change of clothing for their child and nappies and wipes where necessary.

Procedures

1. Safe TOILETING Procedure

- Staff member to wash hands before assisting.
- Ensure the toilet is clean.
- Support the child to use the toilet as appropriate.
- Child to wash hands and given support if required.
- Staff to wash own hands



All handwashing procedures follows best practice guidance

2. Safe NAPPY changing procedure

The nappy changing experience should be relaxed and throughout the process, staff should reassure the child and talk with them.



Before any changing begins staff will :

- Ensure there is liquid soap and paper towels at handwashing sink.
- Ensure there is enough equipment – disposable blue gloves, disposable blue aprons, plastic bin bags, nappy sacks.
- Ensure the environment is clean.

What you need :

- Clean hands
- Clean changing mat and unit
- Clean nappy
- Soap, water and disposable wipes.
- Plastic bag/nappy sack for used nappy or soiled/wet clothing
- Single use disposable plastic apron and disposable gloves on both hands
- Lollipop sticks/spatula (if barrier cream required)

- Sticky labels and pen (to add child's name and date to bags along with the reason ie soiled clothed, toileting accident, water/messy play, food)

Procedure

- Children will be taken into the changing facility area (P1 corridor/within N3)
- Adult to wash hands and put on Personal Protective Equipment (PPE) - disposable apron and gloves before changing begins as per good practice guidance.
- Wipe the changing unit and mat with anti - bacterial spray and dispose of the paper towel in the bin.
- Remove soiled nappy/pull-up, double bagging it and placing it in nappy bin.
- Gently clean the child's bottom (front to back) using disposable wipes, placing used wipes in nappy bag. (Must be double bagged)
- If deemed appropriate, where possible, encourage the child to wipe themselves.
- Remove disposable gloves and apron, placing in nappy bag, tie bag and put in nappy bin. (Double bag)
- Wash hands.
- Put on second pair of gloves incase child is prone to loose stools.
- Put on clean nappy/pull-up.
- Dress the child, encouraging independence where possible.
- Clean the mat with hot soapy water, then anti - bacterial spray and paper towels.
- Remove and dispose of gloves.
- Wash your hands and ensure the child's hands are also washed effectively following handwashing procedures.
- Ensure the 'Changing record sheet' is updated immediately and inform parents at pick up time of any changes throughout the session.

3. BARRIER CREAM Procedure

NB if a child requires a barrier cream to be applied after a nappy change, a medication form must be completed by the parent/carer. This must be reviewed regularly.

- Put on disposable blue gloves.
- Use lollipop stick/spatula to put cream on back of your hand.
- Apply where necessary with your hand.
- Dispose of gloves as before. (Double bag)
- Wash hands.

4. Changing a child who has SOILED themselves

What you need :

- A clean toilet
- Disposable wipes
- Nappy sack for used wipes
- Plastic bag for soiled clothing
- Single use plastic apron and disposable gloves (on both hands)
- Clean clothing
- Labels and pen
- Privacy for the child

Procedure

- Wash hands.
- Put gloves and apron on following correct PPE guidance.
- Encourage child to remove soiled clothes independently – give assistance as required.
- Flush any faeces into toilet.
- Place soiled item into plastic bag and seal, then double bag.
- Label the bag with the child's name and the date. Staff also to initial and write reason.
- Bag should be stored in a place where they do not present a risk of contamination.

- Clean the child using wipes and dry when necessary.
- Place soiled wipes, gloves and apron in nappy sack.
- Tie nappy sack, place in another bag and place in appropriate bin.
- Encourage child to dress in clean clothing, assisting when appropriate.
- Assist child with washing their hands.
- Adult to wash hands.

Other important information

New children will have a general 'induction' tour of the toilet area to make them feel safe and comfortable.

We do encourage toilet training as early as possible, however should the child not be toilet trained, it is the parent/carer responsibility to provide nappies/pull-ups and disposable wipes.

Children who are being toilet trained and wearing a pull-up will be encouraged by staff to go to the toilet at regular intervals and will be supported where necessary. It is a staff duty to ensure no child is wet, soiled or uncomfortable throughout the session.

Health Visitor input may be requested should there be any ongoing toileting concerns or if parents require advice on toilet training.

<i>Policy written</i>	<i>Policy Reviewed</i>	<i>Changes Made</i>
<i>April 2018</i>	<i>April 2020</i>	<i>Covid additions</i>
	<i>August 2021</i>	<i>P1 changing area used</i>
	<i>August 2022</i>	<i>Reason to be added to labels on bag.</i>
	<i>August 2023</i>	<i>N/A</i>
	<i>Sept 2024</i>	<i>N/A</i>