

Intimate Care Policy (EYFS 6 weeks to 4 years)

Bedford Greenacre Nursery

Statement of Intent

Bedford Greenacre Nursery is committed to safeguarding and promoting the welfare of all children. Intimate care is a sensitive aspect of early years provision and must always be undertaken in a way that:

- Protects children's dignity, privacy and wellbeing
- Ensures robust safeguarding for both children and staff
- Supports children's independence in line with their age and development
- Complies with the EYFS statutory framework, Ofsted expectations, and ISI inspection standards

Intimate care is recognised as part of the nursery's duty to ensure children are safe, secure and happy .

Definition of Intimate Care

Intimate care is any care involving contact with intimate personal areas, including:

- Nappy changing
- Toileting support (wiping, training)
- Changing clothing following accidents
- Washing and hygiene care
- Supporting medical/personal needs (where applicable)

Core Principles (Inspection-Aligned)

All practice must reflect:

- Dignity and respect at all times
- Safeguarding first – no closed-door practices
- Child-centred care – calm, reassuring, age appropriate
- Consistency through key person approach
- Promotion of independence and consent
- Clear recording and accountability
- Policies must demonstrate a balance between privacy and safeguarding supervision.

Safeguarding Requirements (CRITICAL – Ofsted/ISI focus)

• Children's privacy during intimate care (including toileting and nappy changing) is respected; however, this is always balanced with safeguarding requirements, ensuring staff always remain visible and accountable.

- Only DBS-checked, trained staff carry out care
- Any concerns (marks, disclosures, behaviour changes) are reported immediately to DSL
- Staff must not be alone with a child if not appropriately vetted
- Staff are not permitted to administer any medication which can be classified as intrusive e.g. rectal administration.

All staff follow:

- Safeguarding Policy
- Whistleblowing procedures
- Code of Conduct
- Intimate care is identified as a high-risk safeguarding area requiring clear procedures.

Staff Practice by Age Group

Babies (6 weeks – 18 months)

- All children require full intimate care (nappies)
- Care delivered by key person wherever possible

Strong emphasis on:

- Attachment
- verbal interaction (explaining actions)
- Hygiene routines

Staff guidance:

- Always change in designated area
- Maintain eye contact and communication
- Follow strict infection control

Toddlers (18 months – 3 years)

- Mix of nappies and early toilet training

Children encouraged to:

- signal needs
- sit on potty/toilet

Staff guidance:

- Support without rushing
- Encourage attempts at independence
- Record progress and share with parents regularly

Preschool (3 – 4 years)

- Most children toilet trained; some require support
- Focus: independence with supervision

Staff guidance:

- Prompt children rather than doing tasks for them
- Provide privacy (cubicle/partial screening, not isolation)
- Support children sensitively following accidents

Nappy Changing & Toileting Procedures

All staff must:

- Wear PPE (gloves, apron)
- Clean and disinfect surfaces between each change
- Never leave a child unattended
- Dispose of waste safely
- Wash own and child's hands after

Recording requirements:

- Time
- Child name
- Type (wet/soiled/accident)
- Staff initials
- Accurate recording is expected in inspections and safeguarding monitoring .

Staffing & Supervision

- No member of staff should be alone behind a closed door
- Appropriate staff ratios maintained at all times
- Recruitment procedures follow safer recruitment guidance, including obtaining references prior to employment and verifying staff suitability in line with EYFS requirements.
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Staff must be:

- suitably trained
- supervised
- inducted into procedures
- Risk assessments should determine supervision needs based on age, behaviour, and environment .

Consent and Parental Partnership

- Parents provide written consent at induction
- Parenting routines shared and respected

Regular communication regarding:

- toileting
- training progress
- medical needs

For complex needs:

- Individual Intimate Care Plans are created



Supporting Children with Additional Needs

Where children require ongoing support:

- Individual care plan agreed with:
 - parents
 - SENCO
 - external professionals (if required)
 - Staff trained for specific care needs

Care must:

- Maintain dignity
- Be consistent
- Encourage independence

Managing Safeguarding Concerns

Staff must report:

- unexplained marks or injuries
- unusual behaviour
- child disclosures
- concerns about staff practice

All concerns go immediately to DSL in line with safeguarding procedures.

- All staff receive safeguarding training at least every two years, with regular updates and briefings to ensure knowledge remains current and embedded in practice.
- The nursery ensures safeguarding training is effectively implemented and reflected in staff practice.

Staff Conduct Expectations

Staff must:

- Maintain professional boundaries
- Explain actions to children
- Respect refusal where appropriate (and escalate if necessary)

Never:

- use inappropriate language
- rush or shame a child
- conduct care in private or unsupervised settings

Monitoring and Review

- Daily monitoring by room leaders
- Termly safeguarding audit
- Annual policy review

Linked Policies

- Safeguarding & Child Protection
- Health & Safety
- Behaviour
- SEND
- Staff Code of Conduct

