



### **Intimate Care Policy**

**We at Kids Club Ely Ltd & St Johns Preschool believe that all children have the right to be safe and treated with dignity, privacy and respect in relation to their bodies. Staff working with children will always be sensitive to each individual child's needs**

- To treat each child with dignity and ensure privacy appropriate to the child's age and situation.
- One staff member will carry out intimate care, such as toileting unless the task requires two.
- Plastic gloves will be worn and soiled clothing /items will be wrapped and either disposed of or handed back to the parent/carer.
- Intimate care duplicate book is filled in when a child is changed or helped with any form of intimate care then signed by parent/carer at collection.
- All efforts will be made to provide a private space for the child to be changed in.
- Staff and child's hands will be washed using soap and water and all surfaces /changing mat will be disinfected to prevent cross contamination.
- Involve the child as far as possible in their own intimate care.
- To be sensitive and responsive to the child's reactions. Always aiming to promote their self image and check with them what is happening to them is acceptable to them.
- Any child's concerns will be reported and recorded immediately.
- Ensure that children are confident that their body belongs to them and that saying "NO" at any time will always be respected.
- Only staff who have been DBS checked will be allowed to provide intimate care. Students and parents are NOT permitted to do this.

We will ensure that all of our staff are aware of our child protection policy and hygiene policy and procedures.

We will encourage staff to take part in any appropriate training and we will endeavour to provide supervision and induction of all staff.