

## **INTIMATE CARE POLICY**

### ***Statement of intent***

Intimate care refers to any situation when a staff member needs to carry out procedures of an intimate nature e.g. nappy changing or administration of medicines or creams etc.

When registering a child with Jellytots, the need for intimate care should be identified. Wherever possible children are encouraged to perform their own intimate care and given the necessary support and encouragement to enable them to do this.

The child's parent/carer and practitioner should meet to discuss intimate care requirements. It will be important for Jellytots to let the child's parent/carer know of any limitations the setting has, i.e. there is no separate room to ensure privacy.

A procedure will be written down for each child and will be agreed and signed by all parties. All procedures are reviewed, checked and recorded regularly and will be changed when necessary.

All information regarding children is confidential and is kept in a locked cupboard. Intimate care will always be undertaken with tact, sensitivity and in an unhurried manner.

Communication may need consideration where:

- English is not a child's first language
- Communication difficulties in some disabled children. Remember it is a misconception that what some disabled children can express is as much as they can understand.
- Non-verbal communication is used - body language, facial expressions and touch are important.
- Children have either a hearing or visual impairment

Child Protection - The Intimate Care guidelines are part of a strategy to protect children.

Jellytots are aware of the procedures regarding Safeguarding and Child Protection and have adopted a Child Protection Policy.

The Intimate Care Procedure is;

- If we need to change a child it will be done in our designated area in the lobby. This is an open area where the child has some privacy and the door blind will be pulled down.
- If intimate care has taken place, you will be informed by a member of staff at the end of the session.

*Policy Re-adopted 8<sup>th</sup> October 2025 – R Cockbill Chairperson*