

2.5 Nappy Changing and Intimate Care Policy

Policy statement

At Perins Pre-school, we aim to support children's care and welfare daily in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured.

Our procedures meet best practice identified by UK Health Security Agency's infection preventing and controlling infections document.

We will enable a two-way exchange between parents and key persons so that information is shared about nappy changing and toilet training in a way that suits the parents and meets the child's needs. Parents will be engaged in the process of potty training and supported to continue potty training with their child at home.

We will use appropriate designated facilities for nappy changing which meet the following criteria:

- Facilities are separate to food preparation areas.
- Changing mats have a sealed plastic covering and are frequently checked for cracks or tears. If cracks or tears are found, then the mat is discarded.
- Clean nappies are stored in a clean dry place; soiled or wet nappies are placed in a 'nappy sack' or plastic bag before being placed in the bin. Bins regularly emptied and placed in an appropriate waste collection area.
- Each child should have their own creams and lotions for any non-prescription cream for skin conditions e.g. Sudocrem. These are supplied by the parent/guardian and must be clearly labelled with the child's name. Prior written permission is obtained from the parent. When applying creams for rashes, a gloved hand is used.

Staff changing nappies must:

- Use a disposable apron if the chose and a new pair of gloves for each nappy change
- Clean disinfect and dry mats thoroughly after each nappy change; disposable towels/roll or a red cloth must be discarded after each nappy change.
- Ensure they have all the equipment they need and access to fresh water before each nappy change.

We wish to ensure the safety and welfare of the children whilst being changed and safeguard against any potential harm, as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. We aim to support all parties through the following actions:

- Promoting consistent and caring relationships through the key person system in the setting and ensuring all parents understand how this works and who they will be working with
- Using this one-to-one time as a key opportunity to talk to children and help them learn, e.g. through singing and saying rhymes during the change.
- Ensuring all staff undertaking nappy changing have suitable enhanced DBS checks.
- Training all staff in the appropriate methods for nappy changing.
- Ensuring that no child is ever left unattended during the nappy changing time.
- Making sure staff do not change nappies whilst pregnant until a risk assessment has been discussed and conducted; and that students only change nappies with the support and close supervision of a qualified member of staff.
- Conducting thorough inductions for all new staff to ensure they are fully aware of all nursery procedures relating to nappy changing.
- Ensuring hygiene procedures are followed appropriately, e.g. hands washed before and after nappies are changed and changing mats cleaned before and after each use
- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training.
- Working closely with parents on all aspects of the child's care and education as laid out in the parent and carers as partner's policy. This is essential for any intimate care routines which may require specialist training or support. If a child requires specific support, the pre-school will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs.

- Ensuring all staff have an up-to-date understanding of child protection and how to protect children from harm. This includes identifying signs and symptoms of abuse and how to raise these concerns as set out in the child protection policy.
- Balancing the right for privacy for the children with the need for safeguarding children and adults by making sure intimate care routines do not take place behind closed doors.
- Operating a whistleblowing policy to help staff raise any concerns relating to their peers or managers and helping staff develop confidence in raising concerns as they arise to safeguard the children in the pre-school.
- Conducting working practice observations of all aspects of pre-school operations to ensure that procedures are working in practice and the staff support all children fully. This includes all intimate care routines.
- Conducting regular risk assessments of all aspects of pre-school operations including intimate care and reviewing the safeguards in place. The setting has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.
- Cameras, tablets, and mobile phones and any other image sharing or recording devices are not permitted within toilet and intimate care areas.

If any parent or member of staff has concerns or questions about nappy changing procedures or individual routines, please see the manager at the earliest opportunity.

Reusable nappies

In addition to the above procedures, where children wear reusable nappies, we will:

- Ask the child's parent/carer for a demonstration or advice for fitting the nappy correctly.
- Dispose of any soiling by flushing it down the toilet.
- Dispose of the liner as the same as disposing a disposable nappy.

Intimate care:

At Perins Pre-School, we believe that all children need contact with familiar, consistent carers to ensure they can grow and develop socially and emotionally.

Intimate care routines are essential throughout the day to meet children's basic needs. We wish to ensure the safety and welfare of children during intimate care routines and safeguard them against any potential harm, in a safe, respectful, and child-centred way.

We aim to support all parties through the following actions:

- Ensuring that all staff undertaking intimate care routines have suitable enhanced DBS checks.
- Providing inductions for all new staff to ensure they are fully aware of all procedures relating to intimate care routines.
- Following up procedures through supervisions.

When developmentally appropriate, we work closely with the parents/carers to sensitively support toilet training in a way that suits the needs of the child and ensures consistency between home and pre-school.

Providing intimate care involves working with children when they are particularly vulnerable which can provide heightened opportunities for abuse.

This policy was adopted on

20th April 2026

Date to be reviewed

20th April 2027

Signed on behalf of the provider

Michelle Osman

Role of signatory (e.g. chair, director or owner)

Pre-School Manager