

NETHER GREEN JUNIOR AFTER SCHOOL CLUB



Intimate care and nappy changing policy and procedure

Policy statement

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure from the genitals. Examples include care associated with continence and menstrual management, as well as more ordinary tasks such as help with washing or cleaning themselves after using the bathroom.

At NGJASC, children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of Safeguarding Children issues. Staff behaviour is open to scrutiny and staff at the club work in partnership with parents/carers to provide continuity of care to children/young people wherever possible. The Club is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner always. The Club recognises that staff must treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Where possible, no child is excluded from participating in our setting who may, for any reason may still be wearing nappies or equivalent. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time.

We will try to make necessary adjustments to our bathroom provision and hygiene practice to accommodate children who need support toileting.

We see toilet training as a self-care skill that children have the right to learn with the full support and non-judgemental concern of adults.

Procedures

- All staff are responsible for supporting children to independently manage toileting issues. Staff with a current DBS check, safeguarding, training and experience are the ones to support children who may need nappies changing or 1-1 care where intimate areas are exposed (Tammy Mason, Chloe Jones, Emma Panzout, Maryam Razh, Katrina Edwards, Andrea Shillito, Olivia Curry). No other staff member is to change children unless specified by the manager. Volunteers never assist with toileting needs. Female children are to be changed by female adults, whenever possible. If boys request a male staff member to change them and there is one available, then we shall do so.
- Changing areas are the same as during school to ensure consistency if needed.
- Each child usually has their own bag with their nappies or 'pull ups' and changing wipes, these are kept in the same area as during school time. We encourage parents to provide these items directly to ASC, as they may get used up during the school day, these will then be stored in After School Club.
- Gloves and aprons are put on before changing starts and the areas are prepared, this is if the child is not changing themselves. Children should always change themselves if they are able to do so.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies.
- In addition, key person (Tammy Mason) will ensure that nappy changing is relaxed and a time to promote independence in children.
- They should be encouraged to wash their hands and have soap and towels to hand.

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- Staff do not make inappropriate comments about children's genitals when changing their nappies
- Older children access the toilet when they have the need to and are encouraged to be independent.
- Nappies and 'pull ups' are disposed of hygienically in the same way as during school. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for the parent to take home (unless a parent has instructed that they be thrown away).
- If children are left in wet or soiled nappies/'pull ups' in the setting this may constitute neglect and will be a disciplinary matter. Settings have a 'duty of care' towards children's personal needs.
- All nappy changes will be recorded in the staff sign in book, with the child's initials and time of change.

This policy was adopted at a meeting of NGJASC
Held on Feb 2023
Date to be reviewed Sept 2023

Signed on behalf of the Management Committee:

Name of signatory: Tammy Mason