



# Saint Nathaniel's Academy

## Intimate Care Policy

2022-2023

## **Nappy Changing Policy and Procedure**

Our aim is to create an environment that meets the needs of the child providing a safe and secure environment working in partnership with parents and carers.

### **The Disability Discrimination Act 2006**

The Act places a duty on the public sector to promote equality of opportunity for disabled people and to eliminate discrimination.

Not all children who attend Nursery or FS2 with incontinence may have a disability; but as a setting we are committed to meeting the individual needs of all children in a holistic approach working in partnership with parents and carers for the child's best outcomes.

Every Child Matters recognises that "being healthy is not simply about having nutritious food it also includes a clean and safe environment, appropriate clothes."

### **The role of the parent /carer**

Issues around toileting should be discussed before a child starts school so that appropriate arrangements are made to support the child. An individual care plan can be developed and consent for toileting needs must be completed.

- Agree to send the child in a clean nappy at the latest possible time before they come to school. Parents are to inform the school if there is any change in medication or routine e.g. laxatives.
- Provide the setting with spare nappies, cream/wipes (if necessary) and clean clothes.
- Understand and agree to the procedures in place for changing their child in the nursery or Reception class.
- To inform the staff of any marks /rash that the child may have.
- Parents are to agree how often their child is to be routinely changed and who will do the changing. Parents will agree to promote independence and continue to promote toileting routines at home.
- To work with the school with toilet training at an agreed date which is in the best interest of the child's development.
- To work with the Health visitor to toilet train their child.

### **Saint Nathaniel's Academy will:**

- Where ever possible the Key person or Nursery Teacher should change the child. All members of staff must inform the class teacher that they are going to change a child. There is no requirement that 2 adults must be present unless the child is a known risk of false allegation.
- Report to parents of any wetting or soiling incidents.
- Should any child be distressed or have marks or rashes the Safe Guarding lead will be informed.
- Change the child during a single session should the child soil themselves or be uncomfortably wet.
- Monitor the times when the child is changed and keep a log of it noting the date, time and skin condition and why the child needed changing.
- Report to the parents if the child's nappy has been changed and any marks or soreness that was recorded.
- Report to the parents if the child is distressed during changing.
- To work with the parents with toilet training at an agreed date which is in the best interest of the child's development.
- Staff should take care to ensure that the child is never made to feel that they are being a nuisance.
- During lunch time any incidents must be reported to the class teacher and dealt with by the class teacher immediately.
- Be alert for the potential for bullying and name calling.

We will follow the Nappy changing procedure below:

- The Key person or Nursery Teacher will change the child's nappy where ever possible.
- Gather all the necessary items needed before each nappy change, for example, nappy, wipes, nappy sack, cream if necessary (where cream is used the child should have their own named cream and written permission obtained from the parent). It is a good idea to have a named box or bag for each child containing these items and spare clothes in case of accidents.
- Wash and dry your hands.
- Put on gloves and apron. (Provided by the school) You should use a new set of gloves and apron for each nappy change.
- The child is to be changed standing up (or lying down in Squirrel Lodge). This makes it easier for the child to be involved and become independent.
- Remove the child's clothing to access the nappy. Remove the nappy and place it inside the nappy sack.
- If the child's clothes are soiled, they should be bagged separately and sent home, they should not be rinsed by hand. If the clothes are soiled to a greater extent they will be disposed of and the parent will be informed.

- Using the wipes, clean the child from front to back and place the used wipes in the nappy sack. Tie the nappy sack and put it in a pedal operated bin.
- Put on a clean nappy and apply cream if necessary.
- Nappy creams and lotions should be labelled with the child's name and used only for that child. They must not be shared.
- Any cream should be used sparingly as if applied too thickly they can reduce the absorbency of a nappy.
- Take off the gloves and apron and place them in a pedal operated bin.
- Dress the child.
- Help the child to wash their hands (if necessary) using liquid soap, warm water and dry hands using paper towels or the hand dryer.
- Wash your hands using liquid soap, warm water and dry hands using hand dryer.
- Take the child back to the room.
- Return to the nappy changing area, clean the changing surrounding area before leaving to dry. Then wash and dry your hands.
- Log date, time and skin condition of child.

### **All children**

We recognise that all children may experience continence problems throughout their time in school. The same principals above would apply where a member of staff need to support a child if they soil their underwear.

As a school we promote bladder and bowel health in line with National Guidance. This includes:

- Children drinking 3 drinks during the school day particularly after playing sports or in hot weather.
- All classes are reminded to go to the toilet during key times of the day.
- We provide good quality toilets that are clean and regularly checked by staff.
- Children have access to school toilets whenever they need to go.
- Liquid soap is provided and disposable paper towels. Hand dryers are an alternative method for drying hands

### **Child protection**

A normal nappy change should not raise any child protection issues, The member of staff should inform the rest of the staff team what they are doing.

Staff can only change children if they have a valid C.R.B check  
Students can not change children.

If a child becomes particularly distressed during nappy changing then the staff member may need to re-evaluate how important it is to change the child taking into account how long it is until the child is due to be collected, how soiled the child is and the whereabouts of the parents.

In the interests of Health and Safety and the prevention of cross contamination new disposable gloves and an apron must be worn and disposed of each time an individual child is changed.

On no account can a child be left on the changing mat on their own.