



## **Intimate Care**

Westlands Nursery is committed to ensuring that all practitioners responsible for the intimate care of children will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all our children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain and practitioners must be sensitive to each child's individual needs.

We understand the importance of providing a safe and hygienic procedure for changing nappies. We ensure we provide a clean environment to prevent the spread of disease or infection as well as creating an environment that encourages positive interaction between children and practitioners during hygiene routines.

Practitioners will discuss children's toileting routine with parents as part of the children's individual care routine. Parents are expected to provide nappies, wipes and creams for their child, which should be clearly labelled. Parents will also be expected to provide appropriate additional clothing for children that are toilet training.

### **Changing of nappies and soiled underwear procedures**

- Practitioners will offer support and guidance for children and parents who are toilet training.
  - Only practitioners who have had a full DBS will undertake toileting duties.
  - Nappies should be checked regularly throughout the day and changed at least every 3 hours. Wet or soiled nappies should be changed immediately.
  - Our changing areas are purposely built to provide an area that is warm and inviting and offers some privacy from others, with safe areas for practitioners to lay children.
  - Children are encouraged to use the steps to the nappy changing area if they are able. Practitioners should not be lifting heavy children onto the changing unit. This is for the safety of both children and practitioners
  - Practitioners should ensure that changing times are a positive and relaxed experience, they should be promoting good relationships and communication and language by talking or singing to the children.
  - Practitioners should prepare the changing area before changing starts. They should ensure they have all necessary changing essentials at hand, as well as putting on any appropriate PPE.
  - Children should never be left unattended on the nappy changing unit.
  - All wet or soiled nappies should be put inside a nappy sack and placed into the nappy changing bin. Wet or soiled clothes should be rinsed, placed inside a nappy sack and put in children's bags to go home. Heavily soiled clothes should be kept in a nappy sack in the changing area and parents should be given the option as to whether they would like to keep them or to have them thrown away.
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- After nappies or clothes have been changed, staff should take children to wash both the children's and practitioners hands.
- Nappy changing units should be disinfected and wiped dry with disposable towels after each use.
- All nappy or clothes changes should be logged on Famly, so parents are able to see when their child has been changed.

The EYFS 2025 states '*Children's privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting*'. Practitioners must be mindful of children's right for privacy during intimate care, while ensuring they are always in the view of other staff members. Children will not be taken to locked or secluded areas, this is to safeguard practitioners and children.

### **Principles of Intimate Care**

The following are the fundamental principles of intimate care upon which our policy guidelines are based:

- Every child has the right to be safe;
- Every child has the right to personal privacy;
- Every child has the right to be valued as an individual;
- Every child has the right to be treated with dignity and respect;
- All children have the right to be involved and consulted in their own intimate care to the best of their abilities;

### **Steps by Step Nappy Changing Guide**

1. Ensure the nappy area is clean and clear
2. Prepare all necessary items; Nappy, Nappy sack, Wet wipes, Cream
3. Put on two gloves and a disposable apron.
4. Calmly invite the child to have their nappy changed - Show them a nappy if necessary
5. Encourage the children to use the steps up to the nappy changing unit if appropriate
6. Talk or sing to the child whilst changing the nappy
7. Place dirty nappy and wipes into the nappy sack and put into the nappy bin
8. Remove your gloves and place them in the nappy bin.
9. Once the child is re-dressed, take them with you to the sink so that you can both wash your hands with soap and water.
10. Go back to the changing area and disinfect with anti bac spray and disposable towel.
11. Log the child's nappy change time and details on Famly i.e. Wet or BM.

This procedure was updated: November 2025