



Penwortham Primary School
EYFS Intimate Care Policy 2026

Intimate Care Policy

Policy Statement

At Penwortham Primary School, we are committed to ensuring that all children receive high-quality care in a safe and dignified manner. This policy outlines the procedures for nappy changing and clothes changes (if wet or soiled), ensuring the comfort, hygiene, and privacy of children while supporting the professional responsibilities of staff.

1. Purpose

- To provide clear guidance for staff on changing procedures.
 - To safeguard the dignity, privacy, and wellbeing of children.
 - To maintain hygiene standards and prevent cross-contamination.
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2. Scope

This policy applies to all staff involved in the care of children requiring changes at Penwortham Primary School.

3. Principles

- Children have the right to privacy, dignity, and comfort.
 - Staff must follow consistent hygiene and infection control procedures.
 - Parents/carers should be informed and involved in their child's intimate care.
 - Any concerns or issues should be recorded and communicated promptly.
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4. Procedures

4.1 Preparation

- Staff must wash their hands thoroughly before and after each change.
- Gather all necessary items: clean nappy, wipes, gloves, nappy sack, and cream if required.
- Prepare a clean, safe changing area.

4.2 Changing

- Always wear disposable gloves and aprons.

- Ensure the child's privacy by closing doors/screens.
- Communicate with the child to help them feel safe and comfortable.
- Clean the child thoroughly using wipes, following any instructions for creams or ointments.
- Place soiled nappies in a sealed nappy sack.
- Dispose of waste according to hygiene procedures.
- Redress the child in a clean nappy or clean underwear.
- Wash the child's and staff's hands after completion.

4.3 Hygiene & Safety

- The changing area should be cleaned and disinfected after each use.
- All materials should be disposed of safely.
- Staff should monitor for any signs of rash, infection, or unusual marks and inform parents and the designated safeguarding lead if necessary.

4.4 Documentation

- Each nappy change must be recorded in the Nappy Change Log.
 - Records should include the date, time, staff member, and any observations.
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5. Staff Responsibilities

- Staff must treat children with respect and maintain confidentiality.
 - Staff should be in pairs if possible, for safety and safeguarding.
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6. Parental Involvement

- Parents must provide nappies, wipes, spare clothes and creams if needed.
 - Parents are encouraged to inform staff of any changes in routine or health.
 - Staff will inform parents of any concerns about skin irritation, illness, or injury.
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7. Safeguarding

- All intimate care should be conducted with awareness of safeguarding responsibilities.

- Any signs of abuse or neglect must be reported immediately according to the safeguarding policy.
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8. Review

- This policy should be reviewed annually or whenever there is a change in regulations or procedures.
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