

Havannah Pre-School – Intimate Care Policy

1. Policy Statement

Havannah is committed to ensuring that all children receive care which is dignified, respectful, compassionate and preserves their right to privacy and self-esteem. Intimate care at our setting encompasses **changing, toileting, nappy changing, and assistance with personal hygiene** for children who need support.

This policy aims to ensure that **intimate care is delivered in line with the statutory EYFS safeguarding and welfare requirements** applicable from **1 September 2025**. The EYFS framework requires providers to ensure children are kept “**healthy and safe**” and that welfare policies, procedures and practice are in place to support this.

2. Definition of Intimate Care

For the purposes of this policy, *intimate care* is defined as any care which involves contact with a child’s **private areas** and may require physical contact. This includes support with:

- Nappy changes
- Toilet training
- Changing soiled clothing
- Personal hygiene (e.g., washing hands or face when soiled)
- Supporting children to change clothes that have become wet or soiled during play

Intimate care does **not** include general everyday support where a child can be encouraged to carry out an activity independently.

3. EYFS Statutory Requirement – Privacy & Safeguarding

The EYFS statutory framework (2025) states that settings must **ensure children’s privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting**.

This means our practice must:

- Respect children’s dignity and right to privacy;
- Maintain appropriate supervision and safeguarding by trained and vetted staff;
- Provide physical support without compromising safety.

The EYFS framework is statutory for all early year's providers and inspectors will assess compliance with **safeguarding and welfare requirements**.

4. Principles of Practice

4.1 Respect and Dignity

- Children will be supported in a way that promotes dignity, privacy and respect for their preferences and development.
- Staff will always explain what they are doing and encourage the child's participation when possible.

4.2 Safeguarding

- Intimate care must be delivered by staff who have undergone **enhanced DBS checks** and safeguarding training consistent with EYFS requirements.
- At least two adults nearby must be available for supervision to maintain safety while respecting privacy unless a risk assessment supports a different arrangement.

4.3 Parental Communication & Consent

- Written consent for intimate care procedures (especially nappy changing routines) will be sought from parents/carers on admission and updated as required.
- Care plans will be developed in collaboration with families for children with ongoing or complex intimate care needs.
- Parents and carers will be informed whenever intimate care has been provided, either through written communication or verbal discussion at collection time.

4.4 Promoting Independence

- Children will be encouraged to do as much as they can for themselves, with staff providing assistance only where necessary.
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5. Procedures

5.1 Nappy Changing

- Established routines and designated areas are used.
- Gloves, aprons and appropriate hygiene practices are followed at all times.
- Staff should protect the child's privacy, e.g., using screens, appropriate positioning and ensuring only necessary personnel are present.

- All intimate care procedures will be carried out by one designated member of staff to ensure the child's privacy, dignity, and comfort are maintained at all times.

5.2 Toileting and Hygiene

- Where children are ready for toilet training, staff will support progress at the child's own pace.
- Toileting areas are safe, clean, and equipped to promote hygiene.
- Children are encouraged to wash hands after toileting.

5.3 Records and Documentation

- A record will be kept each time intimate care is provided, including time, staff present, actions taken, and any concerns.
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6. Individual Care Plans

For children with additional requirements (e.g., medical needs, disability, developmental delay), an **individual intimate care plan** will be agreed with parents/carers and regularly reviewed. This plan will set out:

- The care required and by whom;
 - The number of staff involved if needed;
 - The child's preferences, communication methods and cultural considerations.
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7. Safeguarding & Reporting Concerns

All staff delivering intimate care must remain professional and alert to any safeguarding concerns. If a child discloses information, or if there are signs of harm or unusual marks, staff must follow the **setting's safeguarding procedures** and report without delay to the Designated Safeguarding Lead.

8. Staff Training & Suitability

All staff who may deliver intimate care will receive regular training that includes:

- Safeguarding and child protection;
- Intimate care best practice;
- Health and safety including infection control.

Staff will only deliver intimate care if they:

- Have informal training specific to intimate care;
 - Have enhanced DBS clearance and meet all EYFS safeguarding suitability requirements.
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9. Monitoring and Review

This policy will be reviewed at least annually, or earlier if there are changes to legislation or guidance (e.g., EYFS revisions, safeguarding updates). Practice will be adapted to ensure ongoing compliance with current statutory requirements.

References

1. Department for Education **Early years foundation stage (EYFS) statutory framework (effective 1 September 2025)** — sets standards all early years providers must meet to ensure children are kept healthy and safe.
2. EYFS 2025 safeguarding & welfare requirements: *Privacy and safeguarding balanced with intimate care such as nappy changing and toileting*