Brierley CE (VC) Primary School

Intimate Care and Toileting in EYFS Policy

Approved by:	FGB	**Date:**	Autumn 2026
Last reviewed on:	Autumn 2026		
Next review due by:	Autumn 2027		

Our Vision

At Brierley, God guides us as one family.
We learn, grow, and shine together in our community,
Nurturing hope, resilience, aspiration and forgiveness
Everyone is loved, celebrated, and supported to flourish.
Living God's love through our words, actions, and journey beyond our school,
following the example of Jesus.
Though we are many, we are one body, together we learn and grow.

All children at Brierley C.E. Primary School have the right to be safe and be treated with dignity, respect and privacy at all times so as to enable them to access all aspects of the school.
This policy sets out clear principles and guidelines on supporting intimate care with specific reference to toileting. It should be considered in line with our Safeguarding Policy, Health and Safety Policy and Administering of Medicine policy.
This policy supports the safeguarding and welfare requirements of Early Years Foundation Stage (EYFS) 2021 and the Disability Discrimination Act 2005.

Brierley School will ensure that:

• No child's physical, mental or sensory impairment will have an adverse effect on their ability to take part in day-to-day activities.
• No child with a named condition that affects personal development will be discriminated against.
• No child who is delayed in achieving continence will be refused admission.
• No child will be sent home or have to wait for their parents/carer due to incontinence.
• Adjustments will be made for any child who has delayed continence.

Intimate care

It covers any tasks that involve the dressing and undressing, washing including intimate parts, helping someone use the toilet, changing pull ups or carrying out a procedure that requires direct or indirect contact to an intimate personal area.

Partnership with parents/carers

The class teacher and support staff works in partnership with parents/carers to share relevant information and provide continued care appropriate to the needs of the individual child. We ask parents/carers to provide a change of clothes if a child regularly needs to change during the school day.

We ask parents/carers to provide:

- Pull ups (if needed)
- wet wipes

- change of clothes/undergarments

Pull Ups changing procedures
Where possible, a staff member of the Early Years class (whom the child is familiar/comfortable with) will undertake this task.

- Children are changed as and when necessary in the class.
- All children are encouraged to change themselves as much as possible in the children's toilets the door slightly ajar.
- When assisting staff will wear a fresh pair of disposable gloves and a disposable apron for each nappy change.
- Soiled pull up's are bagged and placed in the designated bin.
- Staff and child will wash their hands and dry on disposable towels immediately after completing task.
- Staff will inform parents/carer at the end of the day about the nappy changes throughout the day.

Toileting 'accidents' procedures

- When intimate care is given, the member of staff explains fully each task that is carried out and the reason for it. Staff encourage children to do as much for themselves as they can - lots of praise and encouragement will be given to the child when they achieve.
- Staff will wear a fresh pair of disposable gloves when carrying out intimate care tasks. Disposable aprons will also be available if required.
- Staff and child will wash their hands and dry on disposable towels immediately after completing task.
- Parents/carers will be informed the same day if their child has needed help with meeting intimate care needs (e.g. has had an 'accident' and soiled him/herself). This information will be treated sensitively.

Safeguarding
A child will only ever be changed or cleaned by an employed member of staff.
If possible, this will be one of the people listed in their care plan if they have one.
All staff employed in the school have a full current DBS.
All Staff have all received Safeguarding training
(and, if appropriate, Moving and Handling training).

Careful consideration will be given to individual situations to determine

- how many adults should be present during intimate care procedures.

- Where possible one pupil will be cared for by one staff member but another staff member will always be informed of this beforehand.
- If a member of staff has any concerns about physical changes in a child's presentation (unexplained marks, bruises or soreness for example) he/she will immediately report concerns to the Designated Safeguarding Lead.
- If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated at an appropriate level and outcomes recorded.
- If a child makes an allegation about a member of staff this will be investigated in accordance with agreed procedures.

Record keeping

Individual care plans will be drawn up for any child requiring regular intimate care such as pull up's changing. Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the care plan.

The care plan will set out:

- what care is required
- number of staff needed to carry out the task (if more than one person is required, reason will be documented)
- additional equipment required
- child's preferred means of communication (e.g. visual, verbal). Agree terminology for parts of the body and bodily functions
- child's level of ability, i.e. what tasks they are able to do by themselves
- acknowledge and respect for any cultural or religious sensitivities related to aspects of intimate care
- be regularly monitored and reviewed in accordance with the child's development

Toileting accidents and actions by staff are recorded on a toileting chart that is then scanned onto the schools CPOMS system.