



INTIMATE CARE / NAPPY CHANGING POLICY

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Date of policy review	May 2026
Next review date	May 2028

Rationale

There are times when children need nappy changes, help with toileting and changing clothes at Nursery. This policy provides clear guidelines for providing the intimate care of children. These guidelines are designed to promote good practice and safeguard children and practitioners.

Aims

We aim to provide an inclusive environment which sensitively supports both parents and children with nappy changing and intimate personal care routines. To include all children in activities regardless of their ability to manage their own personal care and to safeguard the rights and promote the welfare of children.

The policy has been developed within the context of current legislation, policy and guidelines as well as with our values.

Definition of Intimate Care

“Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with or exposure of sexual parts of the body”

These tasks include: dressing and undressing, helping to use the toilet, cleaning, wiping intimate parts of the body, apply medical cream or nappy cream

Definition of Personal Care

“Although it may not involve touching another person, it is less intimate and usually has the function of helping with personal presentation”

Tasks include: Feeding, medication, hair, dressing, washing and prompting and supervising going to the toilet

We encourage children to participate in their own intimate and personal care as an approach towards facilitating participation in daily life and develop their personal and physical skills.

All children have the right to be safe, feel comfortable and be treated with dignity and respect. Staff will be sensitive to individual needs.

Procedures:

Personal / Intimate Care

- Children are changed in the privacy of the cloakroom area. The door is kept open. While changing takes place, the member of staff's body limits the view of others.
- All staff carrying out personal care routines are DBS checked.
- When children enter the setting or move up a class, their individual needs are discussed.

Nappy Changing

- Parents supply nappies which are kept in individually named baskets/ bags. If the parents supply in bulk, the packet is named and stored on their peg.
- Disposable and non-disposable nappies are accepted.
- Gloves, baby wipes, nappy bags and aprons are kept in a basket above the changing unit. Roll out towel is used for each change, on the changing mat and disposed of at the end of each change. The mat is cleaned after every change with Dettol and paper towels. Soiled nappies are bagged and put in the outside bin straight away, wet nappies are bagged and put the bin to be disposed of at the end of the session.
- At the end of the session the toilets and sinks are cleaned.
- Staff put children at ease while changing. They make eye contact and chat to the child.

Nappy Changing Procedure

- Nappies are collected from the children's basket.
- Aprons and disposable gloves are worn
- Baby wipes are close at hand in the basket under the mat
- Barrier cream is only used if the parent prescribes it
- Soiled nappies and wipes are put in a nappy bag and placed outside
- Wet nappies and wipes are put in a nappy bag and placed in the bin and disposed of at the end of the session.
- Separate storage for used terry nappies would be provided
- Wet clothes are put into a plastic bag and put on the child's peg
- Soiled clothes are scraped clean and bagged. Heavily soiled pants are discarded.
- Staff wash their hands after every nappy change and encourage the children to wash their hands too.
- The mat is wiped after every nappy change
- At the end of the session the toilet is cleaned and mopped

Toilet Training

- Parents' wishes are respected and their routines followed
- Parents provide extra clothes (we have a store of extra clothes for emergencies)
- The toilet area is cleaned daily
- Checks are made throughout the morning by the staff who help with toileting and hand washing.