

1st Step Pre-school Ltd: Intimate Care & Toileting Policy

Our Ethos

At 1st Step Pre-school Ltd, we believe every child deserves to be treated with dignity, respect, and compassion. Our approach to intimate care supports children's emotional wellbeing, physical comfort, and developmental needs. We foster a nurturing environment where children feel safe, valued, and empowered to grow in independence.

Definition of Intimate Care

Intimate care refers to personal care tasks involving close physical contact with the child's body, including:

- Nappy changing
- Changing clothes and supporting dressing
- Cleaning up after accidents or illness
- Assisting with toileting
- Applying creams or lotions (with parental consent)

Staff Responsibilities

- Only trained staff with enhanced DBS checks will carry out intimate care
- Staff follow manual handling, infection control, and safeguarding protocols
- Care is provided by the child's key person whenever possible
- Staff must record all intimate care incidents and report concerns immediately
- Intimate care will take place in designated, hygienic, and safe from risk areas, ensuring the space is both functional and private
- Staff will ensure the area is private by using appropriate screening and ensuring that the child is not exposed to other children or staff unnecessarily
- PPE is used appropriately to prevent cross-contamination
- Staff are trained to respond to medical or SEND-related toileting need
- Staff will promote the child's dignity, respect, and comfort at all times
- Care will be carried out in a calm, reassuring, and age-appropriate manner, tailored to the child's developmental stage
- Staff will explain the care process to the child in clear, simple language, helping them understand what is happening and giving them an opportunity to express any concerns
- Dispose of waste hygienically and clean surfaces

Safeguarding

- All intimate care is conducted in line with safeguarding guidelines
- Staff maintain appropriate supervision while respecting privacy
- Children are never left alone in vulnerable situations
- Any signs of distress, injury, or unusual behaviour are reported to the DSL

Parental Responsibilities

- Parents must inform staff of any toileting needs or medical conditions prior to their child starting pre-school and when any changes occur
- Written consent is obtained for intimate care tasks via our intimate care agreement
- Individual care plans are developed for children with ongoing needs
- Parents are kept informed of toileting progress and incidents, including the use of communication books and Tapestry
- Parents must provide nappies, wipes and barrier creams and we recommended they provide spare clothes

Toilet Training

- We support toilet training in partnership with parents
- Staff use positive reinforcement and age-appropriate strategies
- Children are encouraged to use the toilet independently
- Accidents are handled discreetly and without shame
- No child is excluded due to delayed continence