

Intimate Care Policy/One to One

This Policy relates to working with children on a one-to-one basis nappy changing/change of clothes and toileting. The following procedures are to be put in place by all members of staff.

Staff may work on a one-to-one basis, in a separate area to the rest of the children. As our toilets are not within the main hall area. Staff will document by time, date, and signature.

If a visitor or parent is in the room when a child is using the toilet or being changed, the member of staff must ask them to leave.

- Staff must not enter a toilet with a child unless they ask for help. If we need to assist with personal hygiene, we carry out this task as best we can.
- Children's nappies/clothes must not be changed in front of other parents or adults visiting the setting.
- Gloves, Aprons, must be worn by all staff when changing nappies.
- Last time for Nappy changing is one hour before going home unless the nappy is soiled.
- Children need privacy whilst in the toilet, and at Chandlers Chatters they are given this.

No volunteer/visitor/cover or member of staff without an enhance DBS can perform the above duties

Policy Reviewed 2024 next review will be as required.