



Intimate Care Policy

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At Rocket Productions Pre-Preps we believe that all children need contact with familiar, consistent carers to ensure they can grow and develop socially and emotionally. At times children need to be cuddled, encouraged, held and offered physical reassurance. This policy is part of our Safeguarding procedures.

What is intimate care

Intimate care routines are essential throughout the day to meet children's basic needs. This may include nappy changing, supporting children with toileting, changing clothes, helping with dressing/undressing, cleaning if they have been sick, giving first aid treatment or specialist medical support where required, etc. In order to maintain the child's privacy, we will carry out the majority of these actions on a one-to-one basis, wherever possible, by the child's key person. For instance, if a child has an accident their key person will take the child to the loo to be changed. High levels of hygiene will always be observed including washing hands and disinfecting areas.

Rocket Productions Pre-Preps are committed to providing intimate care for children in ways that:

- Maintain their dignity.
- Are sensitive to their needs and preferences.
- Maximise their safety and comfort.
- Protect them against intrusion and abuse.
- Respect the child's right to give or withdraw their consent.
- Encourage the child to care for themselves as much as they are able to.
- Protect the rights of all others involved

Safeguarding procedures during intimate care

We wish to ensure the safety and welfare of children during intimate care routines and safeguard them against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently.

The team-teacher will always be informed when a staff member is helping a child where intimate care is needed, e.g. loo run, changing a child. Most of our toilet facilities are situated in corridors, outside of the classrooms, this provides enough privacy for the child but doors will always be left open to allow staff in the immediate facilities to supervise the person in the changing area. This is important in order to have evidence that all procedures have been followed correctly or not if any allegations are raised. For more information on nappy changing and safeguarding please see our policies. As a summary, young children have their nappies changed according to their individual needs and requirements by their key person, wherever possible. No child is ever left unattended during nappy changing time and team teachers are aware of what children are being changed. Checks/nappy changes are documented with the time and staff/child initials and information is shared with parents as needed.

We promote a culture of safety with on-going supervision and opportunities for staff to raise and discuss concerns when needed. We support all parties by:

- Promoting consistent and caring relationships through the key person system and ensuring all parents understand how this works
- Ensuring all staff undertaking intimate care routines have suitable enhanced criminal records (DBS) checks



- Training all staff in the appropriate methods for intimate care routines and arranging specialist training where required, i.e. first aid training, specialist medical support
- Conducting thorough inductions for all new staff to ensure they are fully aware of all Pre-Prep's procedures relating to intimate care routines
- Following up procedures through supervision meetings and appraisals to identify any areas for development or further training
- Working closely with parents on all aspects of the child's care and education as laid out in our 'working in partnership with parents' policy. This is essential for intimate care routines which require specialist training or support, e.g. SEND or medical/health conditions. If a child requires specific support we will arrange a meeting with the parent to enable staff to care for the child fully and to meet their individual needs
- Ensuring all staff have an up-to-date understanding of safeguarding/child protection and how to protect children from harm. This will include identifying signs and symptoms of abuse and how to raise these concerns as set out in our safeguarding and child protection policies.
- Including a whistleblowing policy to help staff raise any concerns about their colleagues; and helping staff develop confidence in raising worries as they arise in order to safeguard the children in our setting
- Conducting regular risk assessments on all aspects of our setting's operation including intimate care, premises and reviewing the safeguards in place.