

Intimate Care Policy

Policy Owner: Director of Communities/SLT	Policy Developer: Head of Family & Children's Services/AA
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The current version of any policy, procedure or guideline is the version held in the Knowledge Library on Workplace. It is the responsibility of all staff to ensure that they are following the current version

Intimate Care Policy

EYFS: 3.1, 3.2, 3.4, 3.6, 3.7

At YMCA Thames Gateway Group 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.

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, and giving first aid treatment and specialist medical support, where required.

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 with the exception of first aid treatment which must be carried out by a qualified first aider.

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. We aim to support all parties through the following actions:

- Promoting consistent and caring relationships through the key person system in the setting and ensuring all parents understand how this works
- Ensuring all staff undertaking intimate care routines have suitable enhanced DBS checks
- Training all staff in the appropriate methods for intimate care routines and arranging specialist training where required, i.e. paediatric first aid training, specialist medical support
- Ensuring children are afforded privacy during intimate care routines whilst balancing this with the need to safeguard children and staff. No nappies will be changed or intimate routines take place behind closed doors
- Conducting thorough inductions for all new staff to ensure they are fully aware of all 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 the Parent and Carers as Partners Policy. This is essential for intimate care routines which require specialist training or support. If a child requires specific support then we will arrange a meeting with the parent to discover all the relevant information relating to this to enable the staff to care for the child fully and 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 the safeguarding/child protection policy

- Operating a whistleblowing policy to help staff raise any concerns about their peers or managers; and helping staff develop confidence in raising worries as they arise in order to safeguard the children in our settings.
- Conducting working practice observations on all aspects of operation to ensure that procedures are working in practice and all children are supported fully by the staff. This includes intimate care routines
- Conducting regular risk assessments on all aspects of operation including intimate care and reviewing the safeguards in place. Each setting has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

If any parent or member of staff has concerns or questions about intimate care procedures or individual routines, please speak to a manager at the earliest opportunity.

This policy was adopted by	YMCA Thames Gateway Group
On	10/02/2023
Signed on behalf of the provider	
Name of signatory	Amanda Allen
Role of signatory (e.g. chair, director or owner)	Head of Family and Children's Services

Policy review date	10/02/2024 – on or before
Name of reviewer	
Signature of reviewer	
Role of reviewer	