

All policies interrelate so please check other policies for pertinent information.

Policies are intended to support our philosophy which is summarised in these qualities; Dynamic, Inquisitive, Responsible, Grit, Playful, Contented



Intimate Care Policy

At Artisans 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. The child's dignity and their sense of being safe are paramount.

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

In order to maintain the child's dignity, we will carry out the majority of these actions on a one-to-one basis but in line with all Safeguarding processes, please see the Safeguarding policy. First aid treatment must be carried out by a qualified first aider, we endeavour to ensure every member of staff has up to date first aid training so every child can be cared for at this vulnerable moment by their most trusted adult.

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 professionally, safely and confidently. We aim to support all parties through the following actions:

- 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 DBS.
- Developing strong relationships with every child that values their uniqueness and sharing that as a professional team.
- 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 Artisans procedures relating to safeguarding and 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.
- Ensuring all staff have an up-to-date understanding of safeguarding 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 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.
- Conducting working practice observations on all aspects of nursery operations 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 the nursery operation including intimate care and reviewing the safeguards in place. The nursery 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 member of staff at the earliest opportunity.

This policy is reviewed annually in the Summer term
The lead teacher on this policy is Liane Rowlett

All policies interrelate so please check other policies for pertinent information.

Policies are intended to support our philosophy which is summarised in these qualities; Dynamic, Inquisitive, Responsible, Grit, Playful, Contented



Nappies

Nappies are supplied by parents of children who need them each half term, they are used pack by pack unless specifically requested otherwise by parents for health reasons. All children will be checked routinely and changed in addition if they have soiled themselves. Children will have the whole area wiped with baby wipes, any unusual soiling or marks will be noted. All children will be wiped front to back. The nappy mat will be cleaned between each child.

Toileting

The purpose of "toilet training" is that a child is able to independently recognise the sensation of needing the toilet, successfully reach the toilet in advance of release, remove clothing, use a toilet, clean themselves, dress and wash their hands; all independently.

We will give appropriate support at all stages as they develop these skills but always with total independence as the primary aim.

Changing

When a child's clothes are unduly soiled we have a supply of alternative clothing that they can borrow. We will give ability appropriate support for the changing with an aim that children preparing for school should be able to dress and undress themselves without any hands on adult support.

Cleaning

When a child has mucky face or hands we will use wipes or soap and water and usually a mirror to help them clean themselves. We will give ability appropriate support for the cleaning, with an aim that children should be able to clean themselves without any hands on adult support from 2.5 years. It is an important aspect of self-care, health, dignity and respect for the environment.

Sleep

We do not provide a designated sleep area as we are an educational setting not a daycare. We have an area, blankets and pillows available for the exceptions when a child does need a sleep. We are always led by the child in relation to whether, timing and length of the sleep. A tired child will always be offered the chance to sleep. We do not stick to prescribed times or wake a sleeping child. We will perform regular checks while a child is sleeping to ensure their wellbeing. We will let parents know if, when and how long their child has slept. If your child routinely sleeps we suggest they do not attend during those hours as they are not benefitting from the environment on offer.

First Aid and medicines

Please see additional policies.

This policy is reviewed annually in the Summer term
The lead teacher on this policy is Liane Rowlett