



Intimate Care Policy

TC Activity Club aims to provide children with the care needed for their overall well-being and comfort. At times, it may be required to ensure the safety, dignity, and well-being of all children in our care, to be assisted with the help from staff members in receiving intimate care, this policy outlines procedures to be followed and safeguards to be implemented to protect both children and staff. It covers all aspects of intimate care, including toileting, dressing, undressing, and assisting with personal hygiene.

Principles:

1. **Respect for Dignity and Privacy:** Children's dignity and privacy will be respected at all times. Intimate care will be provided in a sensitive and discreet manner, ensuring that children feel safe and comfortable.
2. **Child-Centred Approach:** Intimate care routines will be tailored to the individual needs and preferences of each child. Staff will communicate with children in a way they understand, explaining what is happening and why.
3. **Safeguarding:** The safety and well-being of children are paramount. Staff will be vigilant for any signs of harm or neglect and will report any concerns immediately.
4. **Partnership with Parents/Carers:** Parents/carers will be informed about the setting's intimate care policy and procedures. They will be encouraged to share any relevant information about their child's individual needs and preferences.
5. **Staff Training and Support:** All staff will receive training on intimate care procedures, safeguarding, and child protection. They will be supported to carry out their duties confidently and competently.

Procedures:

- **Toileting:** Children will be encouraged to use the toilet independently. Staff will assist only when necessary, respecting the child's privacy.
- **Dressing and Undressing:** Children will be encouraged to dress and undress themselves. Staff will assist only when necessary, respecting the child's privacy and modesty.
- **Personal Hygiene:** Staff will assist children with washing hands, face, and other necessary hygiene routines.



Safeguarding Measures:

- Two-Person Rule: Wherever possible, two members of staff will be present during intimate care routines. If this is not possible, the door to the room will be left slightly ajar, and another staff member will be nearby.
- Recording: All intimate care incidents will be recorded, including the date, time, child's name, staff involved, and details of the incident.
- Confidentiality: All information relating to intimate care will be treated as confidential.
- It is encouraged that contact is made with a parent/career prior to showering or cleaning of the child to receive consent beforehand.

This policy was adopted by: Daniel Cooper

Date: 25/07/2024

To be reviewed: 25/07/2026

Signed:

A handwritten signature in black ink, appearing to read 'D Cooper', is written over a horizontal line.

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2024): Before/after school care and holiday provision [3.51]* and *Safeguarding and Welfare Requirements: Information for Parents and Carers [3.83]* and *The Learning and development requirements, Page 6*