

16 Intimate Care Policy

including toilet training/nappies/sun cream. Not including medical care

Summertime ensures that each child is made to feel safe when having their nappy changed, are learning to use the potty or are having soiled clothes changed. Staff at Summertime are never left alone when changing a child's nappy or soiled/wet clothes for safeguarding reasons.

The following procedures are adhered to when nappy changing:

- Staff members make sure that they wear disposable gloves, which are changed after each child. White disposable aprons are also available to wear.
- Children are always changed in the designated nappy changing areas in the rooms.
- Preschool children will be encouraged to wash their hands after a nappy change and toilet visit.
- The child's own wipes are used unless requested by a parent to use cotton wool for skin allergies
- If the settings own Sudocrem is used it will be taken from the tub using a wooden spatula.
- Each change is recorded on a chart
- Children are checked at regular intervals throughout the day as well as having a set routine for nappy changes within the session.
- Changing mats are wiped down after each use with an anti-bacterial spray and paper roll
- Nappies are disposed of in a nappy bin containing a liner and a yellow clinical waste bag.
- Staff work closely with the approach parents are using at home to ensure continuity.
- Children who are potty training are encouraged to use the toilet/potty by a staff member and are asked/reminded to try in the toilet
- Staff reassure the child if an accident occurs and parents are asked to bring in a bag of spare named clothes.
- Where possible older children will be encouraged to take themselves to the toilet and wipe themselves to encourage future independence, however staff will help any child who needs support and other staff members will always be aware of what is taking place.
- When out on outings or walks, staff will ensure that when changing nappies or taking children to the toilet that another staff member is present, and the child's privacy guarded.

Potty cleaning procedure:

- The potty contents are emptied down the toilet
- Antibacterial spray and paper roll is used to wipe the potty out
- A child's personal potty bought in from home will not be used by any other child.

Sun Cream. It is the responsibility of Parent/carers to ensure their child has had sun cream applied before they attend a session at Summertime Nursery. You may wish to supply Summertime with a bottle of cream with your child's name written on for us to 'top up' when required. With your written permission, we can also apply additional 'top up protection' using a children's hypo-allergenic sun cream with a high SPF factor supplied by the nursery. It is also requested you send your child to nursery with a named sun hat.

Cathy White
Manager
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