

## **POPPIES DAYCARE NURSERY LTD.**

### **Holiday Club and Before and After School Club**

#### **Intimate Care**

When providing intimate care we will ensure that the child's safety, dignity and privacy are maintained at all times.

Intimate care covers any task that involves the washing, touching or carrying out a procedure to intimate personal areas and is associated with bodily functions and personal hygiene, including, toileting, washing, dressing and menstrual care.

Practitioners at Poppies who provide intimate care will do so in a professional and empathetic manner. Staff will abide by our safeguarding policy and will have relevant training such as health and safety, child protection and manual handling) before providing intimate care. No child should suffer distress or pain as a result of intimate care.

Staff will work in partnership with parents/carers to provide care which is appropriate to the needs of the individual child and together will produce a health care plan. The plan will set out:

- What care is required
- Number of staff required to carry out the task (if more than 1 person is needed, reasons will be documented)
- Additional equipment required
- Child's preferred means of communication (eg:verbal, visual)
- Child's level of ability – what tasks they are able to carry out by themselves

#### **Best Practice**

When intimate care is given the member of staff will explain to the child each task that is carried out, and the reasons for it. Staff will encourage children to do as much for themselves as they can.

If a child requires intimate care on a regular basis it is good practice for 2 members of staff to share the care between them. This prevents the child becoming overly dependent on a single member of staff, and to prevent distress if their usual carer is not available. Parents views on the number of staff providing personal care to their child must also be taken into consideration – some children may not be able to cope with more than one carer,

We have policies and procedures in place that promote safer recruitment, as well as staff having sound supervision and knowledge of safeguarding and intimate care procedures. Together these ensure that should a child need consistent care from one member of staff, the child's safety and well-being will not be compromised.

#### **Protecting children**

Staff are familiar with local guidance and procedures around safeguarding and of the safeguarding policies and procedures of Poppies. All staff are aware of what to do if they suspect that a child is

suffering abuse and what they need to do in the club to safeguard the children and themselves.

Staff are never left totally alone with a child without compromising the child's dignity. If a member of staff is concerned about any physical changes to a child such as marks, bruises, soreness etc they will record this on a child protection form and hand it to the Designated safeguarding lead (DSL) immediately. The safeguarding policy will then be implemented.

Should a child become unhappy about being cared for by a particular member of staff, and indicates this by becoming upset, or disclosing information this will be recorded and investigated immediately. This will be discussed with the parent/carers and another member of staff will take over the intimate care of the child.

Any allegation made against a member of staff will be investigated by following the safeguarding procedure of Poppies and the local guidance from safeguarding vulnerable peoples partnership (SVPP).

### **Dealing with blood and bodily fluids**

Blood, vomit, urine and faeces will be cleaned up immediately and disposed of safely by double bagging the waste and removing it from the premises. When they are dealing with bodily fluids, staff will wear personal protective clothing (disposable gloves and apron) and will wash themselves thoroughly afterwards. Soiled children's clothing will be bagged to go home – staff will not rinse it. Children will be kept away from the affected area until the incident has been dealt with fully.

Staff at Poppies will maintain high standards of personal hygiene and will take all practical steps to prevent and control the spread of infection.