



Toileting, nappy changing and Personal Care Policy

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2025):

Safeguarding and Welfare Requirements: Toilets and intimate hygiene

3.86 Providers must ensure: • There is an adequate number of toilets and hand basins available - there should usually be separate toilet facilities for adults. • There are suitable hygienic changing facilities for changing any children who are in nappies. • Children's privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting. • There is an adequate supply of clean bedding, towels, spare clothes, and any other necessary items.

Little Squirrels are committed to ensuring that all children are treated with dignity, respect, and sensitivity when receiving intimate care. We recognise that intimate care is a sensitive area of practice and will ensure children's safety, wellbeing, and privacy are always maintained.

Intimate care may include:

- ♥ Nappy changing
- ♥ Toileting support
- ♥ Changing wet or soiled clothing
- ♥ Washing and cleaning children
- ♥ Supporting children with toilet accidents
- ♥ Providing comfort following accidents or illness

All intimate care procedures will be carried out in a respectful, safe, and professional manner in line with safeguarding and EYFS requirements.

Principles

We will ensure that:

- ♥ Children are treated with dignity and respect at all times.
- ♥ Children's privacy is protected appropriately.
- ♥ Intimate care routines are explained to children in an age-appropriate way.
- ♥ Children are encouraged to develop independence according to their age and ability.
- ♥ Staff build positive and trusting relationships with children.
- ♥ Parents/carers are informed about intimate care procedures and routines.
- ♥ Safeguarding procedures are followed at all times.

Staff Responsibilities

Staff involved in intimate care will:

- ♥ Maintain the child's dignity and comfort.
- ♥ Use privacy screens, or areas which provide privacy for the child.
- ♥ Wear appropriate personal protective equipment (PPE), including gloves and aprons.
- ♥ Follow hygiene and infection control procedures.
- ♥ Ensure changing areas are clean, safe, and hygienic.
- ♥ Report any concerns regarding a child's wellbeing, marks, bruises, soreness, or changes in behaviour in line with safeguarding procedures.
- ♥ Avoid unnecessary physical contact.
- ♥ Encourage children to do as much as possible independently.

Where possible, intimate care will be carried out by a known and trusted member of staff.

Nappy Changing Procedures

During nappy changing staff will:

- ♥ Wash hands before and after each change.
- ♥ Wear disposable gloves.

- ♥ Clean and disinfect changing mats between uses.
- ♥ Dispose of nappies and waste hygienically.
- ♥ Never leave a child unattended on a changing surface.
- ♥ Speak to the child reassuringly throughout the process.

Parents/carers are expected to provide nappies, wipes, creams, and spare clothing as required.

Toileting Support

Children who require toileting support will be assisted sensitively and discreetly.

Staff will:

- ♥ Encourage independence where appropriate.
- ♥ Respect the child's privacy.
- ♥ Provide reassurance and support.
- ♥ Inform parents/carers of any ongoing concerns regarding toileting, continence, or discomfort.

Safeguarding and Child Protection

All staff understand that intimate care can present safeguarding risks and therefore:

- ♥ Staff will follow the setting's safeguarding procedures at all times.
- ♥ Any concerns about a child's welfare, unexplained marks, bruising, or comments made by a child will be recorded and reported immediately to the Designated Safeguarding Lead (DSL).
- ♥ Staff should protect themselves by working in an open and transparent manner.

Where possible, intimate care areas will remain accessible to other staff while still maintaining the child's dignity and privacy.

Health and Safety

The setting will ensure:

- ♥ Intimate care areas are cleaned regularly.
- ♥ Supplies of PPE are available at all times.
- ♥ COSHH procedures are followed for cleaning products.
- ♥ Staff follow infection prevention and control procedures.

Partnership with Parents/Carers

We will work closely with parents/carers to ensure consistent care routines. Parents/carers will be informed of:

- ♥ Intimate care procedures
- ♥ Any concerns regarding their child
- ♥ Accidents or incidents related to intimate care

♥ Changes in toileting or continence needs

Special Educational Needs and Disabilities (SEND)

Children with additional needs or disabilities who require personal care will receive support in line with their individual care plans and in partnership with parents/carers and relevant professionals.

Policy updated by Kylie Jones and the Little Squirrels team **May 2026**.