

**Intimate Personal Care Policy**

**Principle**

The purpose of this policy is to ensure the appropriate processes with regard to intimate personal care are known and adhered to within the setting. Apple Blossom playgroup is committed to ensuring that all staff responsible for the intimate care of children or young people will always undertake their duties in a professional manner. We recognise that there is a need to treat all children / young people with respect and dignity when intimate care is given.

**Policy**

This policy has been introduced to ensure that staff and volunteers within the setting are aware of the Intimate Personal Care Policy and conform to the expectations of Apple Blossom Playgroup in line with current standards of care.

**At all times management and staff will ensure that** there is positive engagement with parents/carers and the playgroup will work in partnership with regard to toilet training, however all children should be fully potty trained before commencement date as cited in our admissions policy unless there are medical or other developmental reasons why this may not be appropriate at the time.

**Procedure**

Management and staff will endeavour to ensure that:

* There is adequate support for children/young people with intimate care needs

And individual intimate care plans will be drawn up for children as appropriate to suit the circumstances of the child.

* Staff who provide intimate care are trained to meet the needs of individual children.
* Only vetted staff/ volunteers can be involved in the intimate care of the children.
* All staff adhere to Playgroup’s Safeguarding and Child Protection Policy.
* Suitable equipment and facilities are made available.
* Staff carrying out intimate care are appropriately supported.
* Where possible one to one care will be provided unless there is an identified need for having more adults.
* Intimate care is discussed and agreed with parents and carers.
* The needs and wishes of the child/young person are taken into consideration.
* The constraints of staffing and equal opportunities legislation are considered.

**Update in relation to COVID-19**

Whilst there are many limitations and restrictions in place at Apple Blossom Playgroup, we will continue to attend to your child’s intimate needs accordingly however we will be wearing PPE.

**Monitoring**

This policy will be reviewed annually by the management team to ensure it remains fit for purpose.

This policy was adopted by Apple Blossom Management Committee

Signed: …………………………………… Date: …………………….

(by Chairperson on behalf of the management team)

Reviewed on:

Date: …………………. Signed: …………………………………………

Date: …………………. Signed: …………………………………………

Date: …………………. Signed: …………………………………………