



Reception - Intimate Care Procedure

Adopted Date: **27/01/2021**

Review Date: **27/12/2022**

*This policy needs to be read in conjunction with the Safeguarding Policy.
The terms of the Safeguarding Policy are to take precedence over the
guidelines set down in any other policy.*



- All Reception staff will record who, and when they changed a child in the Changing Log.
- Change the child's clothing as appropriate, as soon as possible
- Use appropriate cleaning products and adhere to health and safety procedures (see Appendix 3)
- If bruising, marks or anything else unexplained is observed a report will be sent to the School Designated Safeguarding Lead
- Inform parent/carer that a continence issue has arisen during the session
- We will provide children with wipes and we will encourage and direct your child to help clean them up in the event of a soiling accident. However, we will not physically wipe their bottoms.
- Immediate contact with a parent/carer will only occur where soiling is severe and/or linked to illness e.g. sickness and diarrhoea, or when a child refuses to let a member of staff help change their clothing.