



Toileting and Intimate care policy

Holtspur pre-school is committed to safeguarding and promoting the welfare, dignity and independence of all children. We recognise that toileting and intimate care are personal tasks and will be carried out with sensitivity, respect and in line with the Early Years Foundation Stage (EYFS) requirements.

Aim of the Policy

This policy aims to

- Safeguard children during intimate care routines.
- Promote children's dignity, privacy and independence.
- Ensure consistency and high standards of hygiene.
- Protect staff through clear procedures.
- Work in partnership with parents and carers.

Legal Framework

This policy is informed by:

- EYFS statutory Framework
- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- Health and Safety at Work Act

Definition of intimate care

Intimate care includes:

- Nappy changing
- Supporting children with toileting
- Cleaning children after accidents
- Supporting children with personal hygiene needs

This Policy applies to

- Babies and children who are not yet toilet trained
- Children who are toilet training or require support in the bathroom
- Children with specific care plans or additional needs relating to toileting

Principle of practice.

- Intimate care is only carried out when necessary – Children in nappies are checked and changed mid-morning and mid-afternoon.
- Children are treated with dignity and respect
- Conversations are calm, supportive and appropriate to the child's age and needs.
- Care is encouraged to be as independent as possible
- Care is carried out in a safe, hygienic environment.
- Staff following safeguarding procedures at all times.

Staff Responsibilities

- Only qualified and trained staff provide intimate care.
- Staff follow procedure consistently
- Staff report any concerns immediately to DSL, following safeguarding procedure.
- No member of staff should feel required to undertake intimate care if they are uncomfortable- this must be discussed with the manager.

Safeguarding and protection

- Intimate care takes place in an appropriately designated private area



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- Staff talk to child and explain every step
- No unnecessary physical contact
- Any concerns arising during personal care are recorded and where needed, discussed with parents or raised as a safeguarding concern.
- Any unusual marks, rashes, bruising or concerns are logged and reported to the DSL immediately.

Nappy changing procedure

- Gloves to be worn when changing children
- Nappies are disposed of in nappy sacks and placed in designated bin lined with yellow clinical waste bag
- Changing mats are cleaned with antibacterial spray and wiped down using blue roll to remove residue after every change
- Children are spoken to kindly and supported with eye contact, narration or distraction as needed
- Hands are washed before and after every change
- Parents provide nappies, wipes and nappy sacks are provided by pre-school (included in voluntary consumable charge)
- Soiled clothing is bagged and returned to parents
- Nappy changes are recorded with the date and time of changing and whether child was wet or soiled, and signed by staff member.
- A child's privacy is considered at all times, children are changed on the nappy changing table, which is a safe, space that protects children's dignity.

Toileting support

- Staff offer sensitive to support to children who are toilet training, including reminders and encouragement.
- We work in partnership with parents to support consistent routines.
- Staff allow children to use the toilet at all time and never restrict access.
- Staff supervise bathroom use depending on the child's age and needs.

[The Potty Training Guide - Starting Reception](#)

This policy will be reviewed annually or updated when necessary in line with legislation.

Created 03/2026