



Cronton C of E Primary School

Intimate Care Policy

Updated September 2025

We are an inclusive school. This policy sets out procedures for children who are still wearing nappies and those who need changing because they have wet or soiled themselves. We have a bank of spare clothes if required. Children who are still wearing nappies are asked to provide their own nappies and wipes.

All members of staff employed by Cronton C of E Primary School have full DBS certificates and have attended up to date Safeguarding Training (please refer to Safeguarding Policy).

Procedures for changing a child wearing a nappy/pull ups:

- The child can be changed in the changing area on a changing bed or standing up in the Nursery toilet area. Staff will be present in the Nursery classroom.
- Staff will use a changing mat, aprons, gloves, blue roll paper, masks, nappy sacks and baby wipes (where appropriate).
- The nappies will be disposed of in a nappy sack in the hygienic disposal nappy bin.
- The nappy change will be recorded in the record book.

Procedures for changing a child who has wet or soiled themselves:

- The child will be changed in the Nursery Toilet or Reception Toilet Area.
- Staff will wear a mask (if the child is soiled), apron and gloves.
- Wet and soiled clothes will be placed in a bag and tied.
- The change will be recorded in the record book in Nursery or Reception Toilet area.

Procedures for changing a KS1 and KS2 child:

- The child will be given wipes and a change of clothes
- They will be able to change and clean themselves independently in the accessibility toilet or the KS2 toilet area.

Procedures for preventing infection:

- Staff will wear disposable gloves, aprons and masks whilst dealing with the event.
- These will be disposed of in the hygienic disposal nappy bin.
- Blue roll will be placed on the changing mat.
- The changing mat and area will be cleaned after use with antibacterial spray.
- Hot water and soap is available to wash hands as soon as a child has been changed.
 - Paper towels are available for drying hands.

Use of language:

When referring to children who have soiled themselves, staff will use appropriate language around children, for example, if children have soiled themselves staff will say 'this child needs to be changed'. All staff that work at the Cronton C of E Primary School are expected to change children, if this is required.

Cronton C of E Primary School

Intimate Care Recording Sheet

| Date & Time | Name of the Child | Procedure (nappy, wet or soiled) | Staff Members Initials |
|-------------|-------------------|----------------------------------|------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |