

# Oakmeadow CE Primary and Nursery School

## Foundation Stage Personal Care Policy



Reviewed and adopted June 2019

Next Review – June 2022

### Foundation Stage Personal Care Policy

The following policy will be followed by our staff when changing a child's soiled nappy, pull-ups, pants or clothing:

- Only a staff member with relevant police checks will change any part of a child's clothing, including nappies, pull-up's, pants or clothes.
- Children will be changed in a private, designated area that complies with Health and Safety regulations.
- Parents will be encouraged to bring their own spare nappies, wipes and clothes on an individual basis, depending on their child's needs.
- The designated area/mat etc will be cleaned before and after a child is changed with a suitable disinfectant cleaner.
- Staff will wear clean disposable gloves and plastic aprons for each child and these will be disposed of appropriately after changing.
- Appropriate hand washing facilities will be available for the child and adult. Hands will be washed using antibacterial soap, then dried thoroughly with a paper towel after completing the procedure.
- We have suitable disposal facilities on site and any dirty nappies will be put in a nappy bag and disposed of appropriately by designated staff.
- In the 2 year old room, all nappy changes and incidents where a member of staff has supported a child with personal care will be logged in the child's individual home contact book.
- In the 3 year old room, all incidents where a staff member has supported a child with personal care will be logged on our personal care log form and kept in a labelled folder. (see below) Parents will be informed on collection and will sign personal care log form.
- A personal care agreement will be discussed where appropriate. (see below)

- **The child's dignity and privacy will be respected at all times during personal care. This will always be a positive learning time.**

## **PERSONAL CARE AND CHANGING POLICY**

Oakmeadow CE Primary and Nursery School wish to include all children in our setting and understand that children arrive at school at different stages in their development. Some children may still be in nappies or trainer pants, or in the process of being toilet-trained. In addition, young children can still have occasional 'accidents' and require changing.

In recognition of the above, we ask that parents/carers provide a change of clothes and spare nappies and wipes depending on their child's stage of development and individual needs. These can be left on the child's peg.

All staff will follow our Personal Care Policy when changing any part of a child's clothing. We will always ensure that:

- At no time will a child be made to feel negative about wearing a nappy or pull-up's, or pressurised to use the toilet before they are happy to.
- Children only have personal care provided by a staff member who has had satisfactory police checks completed.
- Children will be changed in our designated area, which complies with Health & Safety requirements.
- Staff will change the child in a discreet way following our Personal Care Policy and ensure a positive learning time for the child.
- Staff will discuss any concerns about the child with the parent/carer.
- Staff will support both the parent and the child in the child's physical development regarding 'toilet training'. Additional information is available – see toilet training handout attached.
- It is not acceptable that children arrive at school in soiled or wet nappies or pants. If this situation arises the staff will have a discussion with the parent/carer to support the care and comfort of the child. We will be happy to advise and support the parent/carer in the development of the child's toilet training.

**Record of Personal Care**

Child \_\_\_\_\_

DOB \_\_\_\_\_

Date	Time	Details of support	Staff	Parent signature

**Personal Care Agreement**

**Child's name** \_\_\_\_\_

**DOB** \_\_\_\_\_

**Key worker**

**Child can already**

**Child needs to**

**Equipment needed**

**Child will try to**

**Key worker will support with**

**Additional information to support the best care for the child**

**Details of other agencies currently involved with family**

**Review date**

**Target achieved**

**I give permission for the personal care detailed above for my child**

**Name**

**Relationships to child**

**Agreed by key worker**

**Date**