



Early Years Intimate and Personal Care Policy

Policy Information

Date of last review:	January 2026	Review period:	2 years
Date ratified by Local Governors:	January 2026	Policy owner:	EY Lead

Reviews/revisions

Review date	Changes made	By whom
January 2028		

This policy has been developed within the context of current legislation, policy and guidelines as well as with our values.

Rational

There are times when children need nappy changes, help with toileting and changing clothes in Nursery and Reception.

This policy provides clear guidelines for providing intimate care to children. These guidelines are designed to promote good practice and safeguard both children and practitioners.

Aims

To include all children in activities regardless of their ability to manage their own personal care

To safeguard the rights and promote the welfare of children

To provide guidance for staff

To reassure parents

Definition of intimate / personal care

“Intimate care is a term used to describe activities involved in meeting the personal care needs of a child. It includes providing care which requires direct or indirect contact with, or exposure of, private parts of the body.”

(NSPCC)

Intimate care can include;

- changing nappies, underwear
- helping a child use the toilet
- Supporting children with dressing / undressing
- Cleaning and wiping intimate parts of the body
- Applying medical cream or nappy cream

It can also involve other forms of physical care, sometimes referred to as ‘personal care’ including;

- feeding
- changing outer layers of clothing
- hair care
- washing non-intimate body parts
- prompting children to go to the toilet
- supervising children going to the toilet and washing hands

Policy Statement:

At Princefield Early Years, we are committed to providing safe, respectful, and appropriate personal care for all children in our setting, both in Nursery and Reception.

Intimate and personal care routines are essential to meet individual needs and support children’s health, dignity, comfort, and well-being.

We recognise that personal care is a sensitive area requiring professional conduct and strong safeguarding measures.

This policy ensures that all personal care is carried out consistently, safely, and respectfully, in line with the EYFS statutory framework (2025) and safeguarding best practices.

Procedures:

1. Staff Responsibilities

- Only staff who have undergone enhanced DBS checks and safeguarding training will carry out personal care tasks.
- When possible, the same familiar staff members will support the same child to ensure continuity and trust.
- Staff will always treat children with sensitivity and respect, explaining what is happening throughout the process.
- Children will be given privacy for any personal care
- Staff will complete intimate care procedures with another member of staff present for safeguarding of children and staff.

2. Parental Involvement

- Parents/carers will be consulted about their child's specific care needs, routines, and any cultural or religious preferences when they begin in Nursery or Reception.
- In line with our school policy, medical consent forms will be completed for applying creams.
- Any changes in care routines will be discussed with parents.

3. Safeguarding and Best Practice

- Staff will record all intimate care interactions, including time, staff members, and reason.
- Children will never be left unattended on changing tables or mats.
- If a child becomes distressed, the procedure will stop and the incident will be reported to SLT and parent.

4. Hygiene and Safety

- Disposable gloves and aprons will be worn during all personal care routines.
- Changing areas will be cleaned/disinfected after each use.
- Soiled items will be stored in sealed, labelled bags and returned to parents/carers daily.

Children's Rights:

We recognise children's rights to:

- Be kept safe
- Be treated with dignity and respect
- Have their views considered

- Be supported to develop independence at their own pace

We encourage children to participate in their own intimate and personal care as an approach towards facilitating participation in daily life and develop their personal and physical skills.

All children have the right to be safe, feel comfortable and be treated with dignity and respect. Staff will be sensitive to all children's individual needs.

All staff working on site will hold a DBS and be up to date with Safeguarding Training.

Policy Review:

This policy is reviewed every 2 years, or as needed in line with updates to guidance / requirements.