

Butler's Hill Infant and Nursery School

Toileting and Intimate Care Policy

Effective from: 1st September 2025

Review date: September 2026

1. Aims and Purpose

At Butler's Hill Infant and Nursery School, we are committed to ensuring that all children are supported in a safe, respectful, and hygienic environment when using toilet facilities or requiring intimate care. This policy sets out how we meet the requirements of the **EYFS 2025 Statutory Framework**, with regard to toileting, nappy changing, and potty training, while promoting dignity, safeguarding, and inclusion.

2. Principles

- Children's welfare, dignity, and privacy are paramount.
 - Toileting and intimate care procedures are carried out respectfully, in a calm and reassuring manner.
 - All children will be supported to develop independence in toileting at their own pace.
 - Staff are trained to provide safe and appropriate care.
 - Safeguarding is central to all procedures involving intimate care.
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3. Toileting Facilities

- We provide **age-appropriate toilets and wash basins** that are:
 - Located **within or directly accessible from** nursery and reception classrooms.
 - Designed for **easy supervision** without compromising privacy.
 - Maintained to a **high standard of hygiene**.
 - There is a **minimum of 1 toilet per 10 pupils**, as per government guidance.
 - Children are encouraged and supported to use the toilets independently where appropriate.
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4. Nappy Changing and Potty Training

- A **dedicated nappy changing area** is provided within the Early Years provision.
- Facilities include:
 - **Changing table** with safe access steps.
 - **Designated child and staff handwashing sinks**.

- **Child-height toilet and potty**, if required.
 - **Lidded, foot-pedal operated nappy disposal bin.**
 - **Storage for nappies, wipes, gloves, aprons**, and cleaning supplies.
 - **Hygiene and safety procedures:**
 - Staff wear **disposable gloves and aprons.**
 - Surfaces are cleaned before and after each use.
 - Hands are washed before and after every change.
 - Soiled nappies and wipes are disposed of appropriately – **not in sinks or toilets.**
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5. Safeguarding and Supervision

- Toileting and nappy changing are carried out in line with our **Safeguarding and Child Protection Policy.**
 - **Children are not left unattended** while using the toilet if they require support.
 - Children are never changed in isolation – all care is conducted within sight or sound of other staff, while maintaining discretion.
 - All intimate care is logged, including who carried it out, and any concerns noted.
 - Staff involved in intimate care:
 - Are **safeguarding trained** and have enhanced **DBS checks.**
 - Are familiar with each child's **individual needs and care plans** where applicable.
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6. Supporting Children with SEND

- Children who need additional toileting support (e.g. due to physical or developmental needs) have a tailored **Intimate Care Plan** agreed with parents/carers and relevant professionals.
 - These plans include:
 - Equipment and staffing needs.
 - Consent procedures.
 - Expected progression towards independence where appropriate.
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7. Partnership with Parents/Carers

- Parents are:
 - Informed of toileting and intimate care routines.
 - Asked to provide nappies, wipes, spare clothes as needed.

- Encouraged to share any toileting routines used at home.
 - We work closely with families during **toilet training** to ensure a consistent and supportive approach.
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8. Staff Responsibilities and Training

- All Early Years staff receive:
 - Training in hygiene, toileting protocols, and safe disposal procedures.
 - Awareness of **signs of distress or discomfort** in children relating to toileting.
 - All procedures are regularly reviewed during staff meetings and training days.
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9. Monitoring and Review

- The Headteacher and EYFS Lead will monitor the implementation of this policy.
 - Any safeguarding concerns will be addressed immediately in accordance with our **Child Protection Policy**.
 - This policy will be reviewed **annually** or sooner if statutory guidance changes.
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Signed

Headteacher: _____

Date: _____

Chair of Governors: _____

Date: _____