

## **Safeguarding**

### **Code of Conduct**

#### **Physical Contact with Children**

Bushey Ganim caters for children between the ages of 2 and rising 5 years. During their time at the Ganim there will be inevitable times when staff will need to have close physical contact with the children in their care. At Bushey Ganim we feel this close physical contact is vital for the children's wellbeing, to help them develop into secure, happy individuals ready to meet the challenges of school and beyond. We are however, very aware of the need for clear boundaries for physical contact in order to protect everyone involved.

Instances for physical contact include:

<b>Reasons for contact</b>	<b>Acceptable contact</b>	<b>Unacceptable contact</b>
Consoling and reassuring a child who was upset, possibly due to an accident, disagreement or helping a child to separate from their main carer	Cuddling the child, sitting with them on your lap always facing outward or to the side. When separating from a parent/carer it may be necessary to physically remove and transfer a child to a member of staff with the adults consent.	'kissing better' Facing inward when sitting on lap
Toileting children who still require adult support.	Lifting and supporting children on the toilet. Helping them to point their 'willy' down into the toilet. Wiping or helping to wipe bottoms following bowel movement. Children will be encouraged to do both actions for themselves. Toilet door will always be left open but shielded for privacy. Adults will always talk about what is happening and why.	Toileting - NEVER touching a child's private parts directly. Adult may direct the child's hand to help themselves.
Nappy changing. Changing the clothing of children who are wet or may have soiled themselves	Quickly undressing and redressing child – may involve removing underwear and replacing with clean clothes. Cleaning soiled parts with baby wipes, Colleagues will always be made aware that child and staff member have left the room/hall to deal with soiling, or staff may change a child discreetly in the corner of a room.	Intimate or sustained body contact
Restraining a child for their own protection or the protection of others (behaviour management)	Holding a child across their bodies from behind, using gentle and firm pressure as necessary, until the child is sufficiently calm. There will always be more than one adult present.	Unacceptable force e.g. causing reddening of the skin

Helping with dressing up clothes, adjusting clothes e.g. tucking shirts, vests into skirts/trousers	General contact with body	Intimate or sustained contact with body
Holding hands such as for reassurance, in circle games and role play or for safety reasons	Gently holding hands	Unacceptable force
Sitting children on adult's knee during pre-school routine e.g. sharing a story, reinforcing good behaviour, at the child's request	Putting arms around the child facing outward or to the side	Unreasonable force, intimate contact Facing inward
Rough and tumble play, physical play	Tickling, catching child as part of an agreed game, holding child around upper body, e.g. assisting onto bikes, stilts, helping them to jump, bounce, hop etc. Although such games may be initiated by the child, there will be occasions when it may be adult led. It is vital that any contact must be on the child's terms and with their willing participation. The adult must always be sensitive to the child's feelings and body language as they may not always communicate verbally.	Unreasonable force. intimate contact Piggy backs

\*we recommend the term 'willy' be used as we assume this to be the most commonly used name among families.

**Reviewed January 2013**