

Reason for contact	Acceptable contact	Unacceptable contact
Consoling and reassuring a child who was upset, possibly due to an accident or disagreement, or maybe a child struggling to separate from a parent or carer.	Cuddling a child, sitting a child on your knee. Occasionally, when separating a child from a parent or carer, it is necessary to physically remove or transfer the child to a member of staff, with adult's consent. Sitting a child on an adult knee.	"Kissing better"
Toileting children who still require adult support.	Lifting, supporting children on the toilet. Wiping bottoms following a bowel movement. Older children will be encouraged to do this for themselves [direct child's hand]. For younger children, the toilet door will always be left open but modesty will be preserved. Adults will always talk to children about what is happening and why.	Touching a child's private areas.
Changing the clothing of a child who may have soiled themselves.	Quickly undressing and redressing the child. This may involve removing underwear and replacing with clean clothes; cleaning soiled body parts with antiseptic wipes. Colleagues will always be made aware that a child and staff member have left the room to deal with soiling.	Intimate or sustained contact with child's body.
Restraining a child for their own protection or the protection of others.	Holding a child across their bodies from behind, using gentle to firm pressure as necessary until the child has calmed down sufficiently. Guiding children by the shoulders away from the situation using the "Mitten Grip".	Excessive force e.g. causing reddening of the skin or bruising. "Gripping" children with fingers apart.
Helping with dressing up clothes, adjusting clothing (e.g. tucking in shirts, vests etc. into skirts/trousers).	General contact with the body.	Intimate or sustained contact with the body.
Holding hands such as for reassurance, in circle games and role play or for safety reasons e.g. crossing the road.	Gently holding hands. "Over Grip", adult placing hand under child's arm and over the top of their hand.	Excessive force
Sitting children on an adult's knee e.g. for sharing a story, reinforcing good behaviour or at a child's request.	Putting arm or arms around the child.	Intimate contact. Sitting child face to face and astride an adult.
Rough and Tumble Play, Physical play.	Catching a child, piggy backs, tickling, as part of an agreed game, holding child around upper body e.g. assisting on bikes, climbing frames, swings, climbing outdoor equipment. Although games may be child led, there are incidences where these may be adult led. It is vital 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.	Excessive force, intimate contact, "Gripping" /grabbing children with fingers apart, swinging children by arms/wrists

* Occasionally there is no alternative to picking a child up, but for Health and Safety reasons this is a 'last resort' and where possible procedures should be followed [e.g. avoid walking when carrying a child as this poses a greater risk]