



# Intimate Care Policy

## September 2024

### Policy Review

This policy was adopted, reviewed and agreed by the Governing Board on 18<sup>th</sup> September 2024. It is due for review in Autumn 2025 (up to 1 year from the above date).

Signature Chair of Governors:

Mrs K Redrup

*All the governors and staff of Binstead Primary School are committed to sharing a common objective to help keep the children and staff of the school community safe. We ensure that consistent effective safeguarding procedures are in place in order to support families, children and staff of the school.*

### Revision Record

Revision No.	Date Issued	Prepared By	Approved	Comments
1	Sept 2024	AD	Yes	
2				
3				

## **Introduction**

Intimate care may be defined as any activity required to meet personal care needs of an individual child. Staff in school have a responsibility to work in partnership with children, parents and other professionals involved with the child's needs.

Intimate care can include changing nappies, washing and medical procedures resulting in e.g. feed tubes or catheter etc.

Personal care includes feeding, oral care, toileting and changing clothes.

Most children achieve continence/self-care before starting full-time school. However, there are some pupils in mainstream education who are not yet fully independent. Some individuals remain dependent on long-term support for personal care.

## **Aims**

People who require intimate care are not discriminated against, in line with Equality Act 2010

Parents/carers are assured that staff are knowledgeable about intimate care and that the needs of their children are considered

Staff carrying out intimate care work do so within guidelines that protect themselves and the pupils involved

Principles of Intimate Care

- Every child has the right to be safe
- Every child has the right to privacy
- Every child has the right to be treated with dignity and respect
- Every child has the right to be involved and consulted and to express their views to the best of their abilities.

The achievement of independence in intimate care is an important self-help skill improving the person's quality of life and self-esteem.

## **Rationale**

The purpose of these guidelines is to set out procedures that safeguard children and staff by providing a consistent approach within a framework and to recognise the roles and responsibilities of all those involved in providing intimate care.

Principles and responsibilities

1. If appropriate, every effort should be made to encourage independence before a child arrives at school.
2. Some children achieve independence more easily than others. Children should not be excluded from everyday educational activities solely because of a manageable condition.
3. Staff at Binstead Primary School should plan for the development of independence skills, especially for children who are highly dependent upon adult support for personal care.
4. Children should be treated with dignity and respect by carers who are aware of the importance of helping them develop as far as possible towards independence in personal care. Confident self-assured children who feel their body belongs to them are less vulnerable to sexual abuse. The approach you take to intimate care can convey lots of messages to a child about their body worth.
5. Before admitting a child who has a self-care need, educational settings should consult with wider professionals and draw up a care plan if deemed necessary by medical staff. The child should also be consulted, if appropriate, as well as the staff involved in carrying out the care. The plan should include information about when and where the child will be cared for, and the practices to be used if necessary. The care plan will be signed by all involved in drawing it up, and must include parental consent and a review date.
6. Ensure effective communication is maintained throughout any intimate care procedure, including good eye contact, correct language and talk through the procedure as you are carrying it out.

7. The school will use its best endeavours to ensure that two members of staff are present when providing intimate care for a child to safeguard both child and carer. There may be times in cases of emergency that only one adult will be able to attend.
8. The school will aim to have a very small number of staff involved in intimate care procedures and aim for consistency of adults within the year group teams.
9. Staff carrying out care responsibilities are required to follow basic hygiene precautions. PPA is provided in the disabled toilet.
10. The school will ensure that staff have appropriate information, including a regular review of procedure and practice.
11. Systems of care should be implemented that:
  - Preserve the dignity of the child or young person and avoid the risk of ridicule or bullying from peers or staff.
  - Carry out the care plan as agreed in the assessment by medical staff if one is in place.
  - Provide adequately trained school- based care staff.

### **Safeguarding**

In order to safeguard children and maintain their dignity whilst acknowledging professionals' fear about allegations of abuse it's imperative that each individual:

- Informs a colleague when a child needs to be taken to the toilet to avoid them carrying out intimate care alone.
- All staff are aware that children with disabilities/SEN present additional challenges due to their vulnerability. There is potential for these children to be suffering abuse without showing outward signs and there may be communication barriers and difficulties.
- If you observe any unusual markings, bruising or swelling or any unusual emotional or behavioural responses report immediately to the Designated Safeguarding Lead.
- If a staff member has concerns about a colleague's intimate care practice they must report this to the Designated Safeguarding Lead.
- If a child is hurt accidentally or there is an issue when carrying out the procedure, the staff member will report the incident immediately to a member of SLT and parents/carers will be informed.
- If a child makes an allegation against a member of staff, the responsibility for intimate care of that child will be given to another member of staff as quickly as possible and the allegation will be investigated according to the school's safeguarding procedures.

### **Practice**

Staff will use appropriate protective equipment e.g. gloves and dispose of waste appropriately.

Procedures will be carried out in the pupil toilets or disabled toilet.

Parents will supply the necessary equipment or clothing needed. Any soiled clothing will be contained securely and discreetly returned to parents/carers at the end of the day

Parents should be informed through a suitable communication method e.g. conversation with parents at the end of the day.

Any child protection concerns should follow the normal routes (See Safeguarding Policy).