



## Embleton Vincent Edwards C of E Primary School

Policy	Intimate Care
Policy Number	P022
Ratification Date	October 2020
Review Date	October 2023
Signed	

Chair of  
Governors

Embleton Primary School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children, whatever their age, gender, disability, religion or ethnicity, with respect when intimate care is given. The child's welfare and dignity is of paramount importance and no child should be attended to in a way that causes distress or pain. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

### Definition

We have defined intimate care as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out for themselves, but some children are unable to do because of their young age, physical difficulties or other special needs. Examples include care with continence as well as more ordinary tasks such as help with washing, toileting or dressing. It also includes the supervision of children involved in intimate self care.

Intimate care is a high risk activity in terms of abuse and it is particularly important that there are guidelines on such care, both to protect those being cared for, and the staff who care for the children's needs. We take the view that everyone is safer if expectations are clear and approaches are as consistent as possible.

### Guidelines

*Children and their parents will have confidence in the staff*

All staff involved in intimate care routines will be DBS checked and trained in Child Protection. Suitable equipment and facilities will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist and who have written care plans agreed by staff. Parents will receive a copy of the Intimate Care Policy and will be offered an opportunity to discuss their child's needs with an appropriate member of staff.

*Safeguarding for Children and Adults*

Two staff members will be involved in the care-giving. One adult will provide the care and the other adult will monitor to safeguard both child and adult.

*Carers should be aware of the abilities of the child*

The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as possible.

### *Ensure privacy appropriate to the child's age and gender*

The school takes the view that the issue of privacy is important. All children will be changed in a discreet area with all of the necessary equipment to hand.

### *Children have the right to be respected*

Respect of the child's body and integrity will be included in all care procedures. Ideally, someone who has a positive long-term relationship with the child will carry out intimate care tasks. New members of staff will get to know the children in the classroom context before getting involved in intimate care tasks.

### *A strong focus should be evident on choice and decision making skills*

Whenever appropriate, decision making should be an integral part of the process with the adult asking questions of the child about the level of support they require.

### *Pupils will be prepared and involved in what is going to happen*

Staff will raise the child's awareness of the process in line with their preferred means of communication, including the use of signs, symbols and gesture as appropriate.

### *Intimate care tasks are not an interruption to the timetable*

These practices will be valued as part of each child's essential curriculum. They are an opportunity to develop independent and age-appropriate skills, increase dignity and to raise self-esteem.

### *Staff are confident in carrying out the tasks*

If a member of staff requires support, they know to ask for it. Any specific parental requests, including religious and cultural considerations, will be taken into account, and accommodated as far as possible.

### *Safeguarding concerns*

If a member of staff has any concerns about a child's presentation, eg marks, bruises or soreness, they will immediately report it to the Designated Safeguarding Lead.

### *Health and Safety Issues*

Barrier materials will always be used, e.g. disposable gloves and aprons. Appropriate lifting and handling procedures will be followed when necessary. Waste products will be disposed of in the relevant receptacles.

## **Resources**

School will seek parental views on practices at home. Particular products needed will be provided by parents.

## **Recording**

All incidents of intimate care support will be recorded. This will include the child's name, the date and time of the incident, type of incident, and who provided the support. The intimate care record will then be countersigned by the parent/carer of the child picking them up. Each child is to have a separate page in the intimate care record, so as to preserve privacy. Parents of children on the bus/taxi will receive an email as soon as is practicable after the end of the school day, informing them of the details of the intimate care incident.

## **Intimate Care during Pandemics or other incidents of medical alerts**

Any intimate care procedures that are carried out during pandemics/medical alerts must be completed in accordance with the extant risk assessment associated with the particular

incident.