

Intimate Care Policy

Friar's Grove Primary School



Written: March 2024

Next review March 2027

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The Intimate Care Policy has been developed to safeguard children and staff. The policy applies to everyone involved in the intimate care of children.

The intimate care policy should be read in conjunction with the school's policies as below:

- Staff Code of Conduct
- Touch Statement
- Keeping Children Safe in Education (DFE 2019)
- Child Protection Policy
- Special Educational Needs Policy

Definition

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence as well as more ordinary tasks such as help with washing or bathing.

The following are the fundamental principles upon which the Intimate Care Policy is based:

- Every child has the right to be safe
- Every child has the right to personal privacy
- Every child has the right to be valued as an individual
- Every child has the right to be treated with dignity and respect
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities

Unexpected Intimate Care

This policy outlines the care which will be given to children with long term special needs or recurring problems, for example, due to medication. However, there are some situations where children without these long term needs require assistance with intimate care and class staff members will deal with their needs:

1. When children have an unexpected continence accident, they are encouraged to clean and change themselves. Younger children may be supervised as they do this, but the adult will not assist with cleaning, wiping or washing intimate areas.
2. When children have soiled themselves, staff follow the policy as for continence accidents. If the soiling is more excessive, parents are phoned and given the option to come into school to clean their child, take them home, or give staff verbal permission to help the child clean themselves. In these cases, the adult will give verbal support to clean intimate areas and will clean areas such as the back and lower legs if the child is happy for them to do so. Parents will be contacted again if the child becomes distressed, refuses to clean

themselves or is not adequately clean and will be asked to clean them in school or take them home. If it is suspected that the child has diarrhoea, the parent will be asked to take them home as they are unwell.

3. When children are changing for swimming, adults supervise the children as they change and dry themselves, but do not assist with the drying. Verbal instructions are given when necessary.

Intimate Care Due to Special Needs or Other Recurring Need

Children who require regular assistance with intimate care have intimate care plans agreed by staff, parents/carers and any other professionals actively involved, such as school nurses or physiotherapists. When writing the plan, staff will also consider the wishes of the child alongside any possible constraints, such as staffing, equal opportunities legislation and the agreement of members of staff to carry out the procedures. A home school agreement will also be written, outlining what the parents and the school are agreeing to do. A record of care will be kept, which will be shared regularly with parents.

Role of parents/carers

Where a child has continuing intimate care needs around toileting, parents are expected to work with school to develop and work to a plan to toilet train their child and to provide spare clothes, nappies and wet wipes.

Parents are expected to wash and return any spare clothes belonging to school. They are expected to clean their child when the child is refusing to be cleaned with the support of school staff, or is not adequately clean despite the best efforts of the staff member and child.

Role of Staff

School staff understand that not all children in school will be fully continent. Staff will be trained in the following areas:

- Training in the specific types of intimate care they undertake
- Regular safeguarding training
- If necessary, manual handling training that enables them to remain safe and for the pupil to have as much participation as is possible.

Staff will work with parents to develop a toileting plan which will be followed in school as much as is practical. Staff will deal with children respectfully and with dignity when they wet or soil themselves.

Children will be encouraged to act as independently as possible and to undertake as much of their own personal care as is practicable. When assistance is required, staff will inform another member of staff and let them know where the intimate care will take place. LSAs will usually provide intimate care, and will be named on the intimate care agreement. To ensure safeguarding needs are met, the child will be attended by one of a small number of adults, to ensure that relationships do not become over-familiar and the safety of both the child and the adult is paramount. Those informed of the intimate care taking place (class teacher, LSA, head or deputy) will make random checks when care is taking place. It will not usually be necessary for two adults to be present, but this may be necessary if there are behavioural difficulties or the child becomes upset. If the child cannot be cleaned due to behavioural difficulties, being too upset or refusing to clean themselves, parents will be informed and expected to clean their child in school.

Staff will assist children with the following:

- Removing wet or soiled clothes
- Cleaning skin area below the knees and on the back
- Instructing the child, with words and actions, how to clean themselves effectively
- Supervising drying with a towel, and giving instructions, with words and actions, how to do this effectively
- Helping to change in to clean clothes which are either the child's own or those provided by school
- Wrapping wet or soiled clothes in plastic bags and giving them to the parent to take home

All staff will ensure a child is cleaned and changed as soon as it is brought to their attention. A child will not be left in wet or soiled clothes for any part of the day, unless they are refusing to be changed. Staff will make further attempts to persuade the child to change, before a parent is called.

All staff responsible for the intimate care of pupils will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust.

A small amount of spare clothing is available, but parents of children under an intimate care plan are expected to supply their own spare clothes.

Child Protection

Child Protection and Multi-Agency Child Protection procedures will be adhered to at all times.

All members of staff carrying out intimate care procedures are DBS checked. It is not appropriate for volunteers to carry out intimate care procedures.

If a member of staff carrying out intimate care has concerns about physical changes in a child's appearance (e.g. marks, bruises, soreness), they will report this using the school's safeguarding procedures.

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 designated safeguarding lead.

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.

Intimate Care Plan for child wearing nappies/with continence issues in school

Child's Name:

Date of plan:

Date of review:

Who will help to clean my child?

How will my child be cleaned?

List items to be provided by parents:

How will school communicate with the parents?

How will wet/soiled clothes be dealt with?

What will staff do if the child is unduly distressed?

How will the parents communicate with the school:

Any other comments/important information (e.g. medical conditions)

I agree to the procedures outlined above for changing my child

Signed: _____ Date: ____/____/____

Parent/Carer's Full Name: _____

