



## **Intimate Care Policy**

**October 2023**

### **Introduction**

The purpose of this policy is:

- To safeguard the rights and promote the best interests of the children
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one
- To safeguard adults required to operate in sensitive situations
- To raise awareness and provide a clear procedure for intimate care
- To inform parents/carers in how intimate care is administered
- To ensure parents/carers are consulted in the intimate of care of their children

### **Principles**

It is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of his/her own body. It is important for staff to bear in mind how they would feel in the child's position. Given the right approach, intimate care can provide opportunities to teach children about the value of their own bodies, to develop their safety skills and to enhance their self esteem.

Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the young persons' right to privacy and dignity is maintained at all times.

### **Definition**

Intimate care is one of the following:

- Supporting a pupil with dressing/undressing
- Providing comfort or support for a distressed pupil

- Assisting a pupil requiring medical care, who is not able to carry this out unaided
- Cleaning a pupil who has soiled him/herself, has vomited or feels unwell.

### **Supporting dressing/undressing**

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly in Early Years and Nursery. Staff will always encourage children to attempt undressing and dressing unaided.

### **Providing comfort or support**

Children may seek physical comfort from staff (particularly children in Nursery and Reception). Where children require physical support, staff need to be aware that physical contact must be kept to a minimum and be child initiated. When comforting a child or giving reassurance, the member of staff's hands should always be seen and a child should not be positioned close to a member of staff's body which could be regarded as intimate.

If physical contact is deemed to be appropriate staff must provide care which is suitable to the age, gender and situation of the child. If a child touches a member of staff in a way that makes him/her feel uncomfortable this can be gently but firmly discouraged in a way which communicates that the touch, rather than the child, is unacceptable.

Physical contact with a child in F1 or F2 may be necessary in order to move a child who may cause disruption to others or cause harm to themselves or others.

Medical procedures (See Policy on Medicines)

### **Soiling**

Intimate care for soiling should only be given to a child after the parents have given permission for staff to clean and change the child. If a child occasionally soils then staff will change the child and make them comfortable. If the child cannot be cleaned sufficiently then parents are to be contacted and the child may need to be taken home.

If soiling is a regular occurrence parents will be asked to come and change their child due to lack of changing facilities and sufficient staff. School and school nurse will work with parents to help toilet train their child.

Children in F1 are to be given more support wiping themselves after using the toilet.

Children in F2 are encouraged to wipe themselves if this is difficult for the child parents are advised to bring flushable wipes in for the child to use themselves in school.

Children are not left on their own whilst waiting for a parent to arrive, an adult will stay with them, giving comfort and reassurance. The child will be dressed at all times and never left partially clothed.

If a child needs to be cleaned, staff will make sure that:

- Protective gloves are worn
- The procedure is discussed in a friendly and reassuring way with the child throughout the process
- The child is encouraged to care for him/herself as far as possible
- Physical contact is kept to the minimum possible to carry out the necessary cleaning.

- Privacy is given appropriate to the child's age and the situation
- All spills of vomit, blood or excrement are wiped up and flushed down the toilet
- Any soiling that can be, is flushed down the toilet
- Soiled clothing is put in a plastic bag, unwashed, and sent home with the child.

### **Hygiene**

All staff must be familiar with normal precautions for avoiding infection, must follow basic hygiene procedures and have access to protective aprons, masks and disposable gloves.

### **Protection for staff**

Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk. These should include:

- Gaining a verbal agreement from another member of staff that the action being taken is necessary. Making sure another member of staff is visible
- Allow the child a choice in the sequence of care
- Be aware of and responsive to the child's reactions

### **Safeguards for children**

There is an obligation on local authorities to ensure that staff who have substantial, unsupervised access to children undergo police checks. All staff at Woodlands Primary School are CRB checked on application and cannot undertake tasks within school until all checks are completed satisfactorily. The CRB's aim is to help organisations in the public, private and voluntary sectors by identifying candidates who may be unsuitable to work with children or other vulnerable members of society. It is not appropriate for volunteers or students to carry out intimate care procedures.

Parent/Carers to sign agreement form Appendix 1

## **Permission form for the Provision of Care**

Name of child..... Class

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**Please delete as appropriate**

- I have read the Intimate Care Policy and give my consent for my child to be changed and cleaned by staff at Woodlands Primary in accordance to the school policy.
- I have read the Intimate Care policy and DO NOT give my permission for my child to be cleaned and changed by staff at Woodlands Primary according to the school policy.

Signature of Parent / Carer

.....Date.....