



Manor Primary School

INTIMATE CARE POLICY

Review date: July 2024

Rationale

We recognise that there may be occasions when children require the assistance of staff with intimate and personal care procedures. This may be necessary, for example:

- during the provision of medical care,
- when assisting young children with toileting and toileting accidents,
- when assisting young children with dressing/undressing, for example during PE or swimming,
- As part of a care package for children with disabilities.

Purpose

The Intimate Care Policy has been developed to safeguard children and staff. It applies to everyone involved in the intimate care of children. Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.

Aims and Objectives

We are 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 with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

The child requiring intimate care will be treated with respect at all times; the child's welfare and dignity is of paramount importance.

Definition

Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Parents have a responsibility to advise staff of the intimate care needs of their child, and staff have a responsibility to work in partnership with children and parents.

Our Approach

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how to meet the child's needs when they are toileted.

Any child with intimate care needs 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 s/he can. This may mean, for example, giving the child responsibility for washing themselves.

Intimate care arrangements will be discussed with parents on a regular basis. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing.

All parents will be asked to provide nappies, wipes and spare clothing for their child.

Safeguarding

The school's Safeguarding procedures will be adhered to. **When intimate care is necessary, there will be two members of staff present, this is to ensure the safety of the child and the staff.**

All children will be taught personal safety skills carefully matched to their level of development and understanding. If a staff member has any concerns about a child's physical changes (bruises, marks etc.) they will immediately report concerns as per school procedures.

Extra caution may be needed where a child has previously suffered abuse or neglect. This may lead to staff being vulnerable to allegations of abuse.

If a child makes allegations against a member of staff, necessary procedures will be followed.

Nappies

The school feels that it benefits the child if he/she is out of nappies or at least working towards this by the time they start school.

The school is on hand to offer advice on how to toilet train and are put into contact with relevant support if wanted.

Parents are also asked to inform us of any medical condition which requires their child to need a nappy.

All parents will be asked to provide nappies, wipes and spare clothing for their child.

Children with Additional/Medical Needs

Children with additional/medical needs have the same rights to privacy and safety when receiving intimate care. Additional vulnerabilities (any physical disability or learning difficulty) must be considered when drawing up care plans for individual children.

Regardless of age and ability, the views and emotional responses of children with additional/medical needs should be actively sought when drawing up or reviewing a Health Care plan.

Physical Contact

All staff engaged in the care and education of children and young people need to exercise caution in the use of physical contact.

Staff must be aware that even well-intentioned contact might be misconstrued by the child or an observer. Staff must always be prepared to justify actions and accept that all physical contact is open to scrutiny.

The expectation is that when staff make physical contact with children it will be:

- For the least amount of time necessary (limited touch)
- Appropriate, given their age, stage of development and background
- In response to the child's needs at the time

Health & Safety Guidance

Staff should always wear an apron and gloves when dealing with a child who is soiled or when changing a nappy. Any soiled waste should be placed in a polythene waste disposal bag and sealed. The bag should then be placed in a bin, (with a liner) specifically designed for such waste. This bin should be collected on a weekly basis as part of the usual refuse. It is not classed as clinical waste.

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

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.

Manor Infant/Longbridge Intimate Care Policy



Staff Signature

I confirm that I have read and understood the Intimate Care Policy for Manor Infant/Longbridge and agree to abide by its contents.

Signature.....Date.....

Full Name..... (print)

Position.....