



Intimate Care Policy

Introduction

Staff at Danecourt School are committed to ensuring that every child is safe and protected from any abuse in accordance with the national 'Every Child Matters' agenda (2004). We operate under the following principals

- the welfare of the child is paramount;
- all children without exception have the right to protection from abuse;
- all suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately;
- all the Schools staff and volunteers are trained in child protection procedures and have a responsibility to report concerns. (ref: Child Protection Policy)

At Danecourt School we realise that the issue of intimate care is a difficult one and will require staff to be respectful of pupils' needs.

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

As far as possible, the pupil will be allowed to exercise choice, care for him/herself and be encouraged to have a positive image of his/her own body. Pupils' dignity will be preserved and a high level of privacy and control given to them. All staff at Danecourt including those who provide intimate care to pupils, have a high awareness of pupil protection issues. Staff at Danecourt work with parents/carers and the school nurse to provide continuity of care to pupil wherever possible.

Personal safety is explored as part of Personal, Social and Health Education with all pupils at a level appropriate to their development and understanding. Parents are encouraged to reinforce the personal safety messages within the home.

Danecourt is committed to ensuring that all staff responsible for the intimate care of pupil will undertake their duties in a professional manner at all times. Danecourt School recognises that there is a need to treat all pupil with respect when intimate care is given. No pupil should be attended to in a way that causes distress or pain.

Our aims

All pupils who require intimate care will be treated respectfully at all times; the pupil's welfare and dignity is of paramount importance.

Staff who provide intimate care have received Child Protection training and where required Health and Safety moving and handling training provided by Medway. Equipment will be provided to assist pupils who need special arrangements following physiotherapy, occupational therapy or medical assessments.

Careful communication using sign/symbols where appropriate takes place with each pupil who needs help with intimate care in order to establish the pupil's needs and preferences. The pupil is aware of each procedure that is carried out and the reasons for it.

Staff will encourage each pupil to do as much for themselves as they can. For example, the pupil should take responsibility for washing themselves where possible

Each pupil's right to privacy will be respected. Generally, one pupil will be cared for by one adult unless there is a sound reason for having two adults present, e.g. the pupil may present physically challenging behaviour.

Where possible, pupils should be given privacy during toileting and nappy changing. At no time should pupils of the opposite sex be changed in the same area, and where possible a screen or shower curtain should provide a barrier between any two pupils being changed at the same time.

Wherever possible the same pupil will not be cared for by the same adult on a regular basis; there will be a rota of adults known to the pupil who will take turns in providing care. Students and visitors should never be involved with intimate care.

Where a pupil has very complex continence issue, a clear account of the pupil's intimate care arrangements will be recorded on the pupil's intimate care plan. An intimate care plan is formulated after discussions with the school nurse, class teacher, teaching assistants and parents, and reviewed on a regular basis. The needs and wishes of pupils and parents will be considered alongside any possible constraints e.g. staffing.

The school in context

The pupil's right to privacy will be respected at all times. Pupils who shower in communal areas after swimming sessions should do so wearing their swimming costumes. Where available, shower curtains should be used in private cubicles during showering to ensure privacy. Staff supervising pupils who require shower facilities at school should ensure pupil dignity by standing outside the shower room. The presence of two staff members is required if a pupil requires help with personal care in the shower, whilst eroding the privacy of the pupil, this provides protection against possible allegations of abuse against a member of staff. Soap must always be applied by pupils independently; staff can assist by putting soap on a sponge.

Pupils who have very complex continence issues receive intimate care related to clear procedures detailed in their intimate care plan. Staff involved in care must wear protective clothing supplied in the disabled toilet areas. Staff will ensure that waste is disposed of in the appropriate containers.

In order to protect staff in the event of bodily fluid and blood spillages, the Health Protection Agency guidance on infection control in schools and other childcare settings should be followed. This also gives advice to avoid the possibility of staff contracting infectious diseases such as AIDS, Hepatitis B and Gastro-Enteric diseases. Plastic gloves must always be worn.

All waste bins are emptied on a Tuesdays and Fridays each week by Canon Hygiene. Staff should inform the Site Manager if this does not take place. Heavily soiled underclothing will be placed in special bags and washed in the industrial washing machine in the junior sluice room, and replacement clothing is provided where necessary. Parents will provide appropriate protection for their child and a change of clothing. A change of clothing can be borrowed from school if necessary. Should intimate care be required when a pupil is off-site staff must ensure a suitable area is selected to maximise pupil privacy.

We acknowledge that it is not always possible for 2 members of staff to be present when working closely with a child, however where a member of staff is working alone with a pupil, best practice principals must be adhered to. (ref: Child Protection Policy, Code of Conduct Policy, Touch Policy).

If a member of staff has any concerns about physical changes in a pupil, e.g. marks, bruises, soreness etc, this will be immediately reported to a Designated Safeguarding Lead. The school has clear Child Protection Procedures in place.

Reviewed: Spring 2019
Next Review: Autumn 2020

The public sector equality duty of the Equality Act 2010 has been considered in the writing of this policy. A Discrimination Impact Assessment concludes that through this policy Danecourt seeks to:

- Eliminate discrimination, harassment and victimisation and other conduct prohibited by the Act.**
- Advance equality of opportunity between people who share a protected characteristic and those who do not.**
- Foster good relations between people who share a protected characteristic and those who do not.**

Protected Characteristics: age, disability, gender, gender identity, race, religion or belief, and sexual orientation.

Intimate Care

Pupil Name:

Class:

Staff Involved:

<u>Toileting skills checklist</u>	<u>Comments</u>	<u>Date</u>
Wears nappy/pull ups/underwear in school		
Wears nappy/pull ups/underwear travelling to school		
Lies on changing table when being changed		
Stands and holds onto changing table when changed		
Shows awareness when wet/soiled		
Informs adult when wet/soiled		
Pulls training pants/underwear down/up independently		
Wipes with adult support		
Wipes bottom independently		
Uses toilet trainer seat placed on toilet		
Sits on toilet seat unsupported		
Urinate by standing himself		
Washes hands with physical/verbal prompts		
Washes hands independently		