



Lees Primary School Policy for Intimate Care

Introduction

Intimate care is any care which involves washing or touching intimate personal areas. In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care. In the case of a specific procedure, outside of what would be considered a day to day occurrence in school, only a person suitably trained and assessed as competent will undertake the procedure, (e.g. the administration of rectal diazepam.) The issue of intimate care is a sensitive one and will require staff to be respectful of the pupil's needs. The pupil's dignity should always be preserved with a high level of privacy, choice and control. There should always be a high awareness of possible safeguarding and pupil protection issues. As such staff behaviour must be open to scrutiny and staff must work in partnership with parents, carers and health professionals, where appropriate, to provide continuity of care to pupils/young people wherever possible.

Where an assessment made by a physiotherapist/ occupational therapist determines special apparatus should be used to assist such care this will be accommodated. Staff will be supported to adapt their practice in relation to the needs of individual pupils taking into account developmental changes. Staff who are involved in the intimate care of pupils/young people will not be involved with the delivery of sex and relationship education to the pupils/young people in their care as an additional safeguard to both the staff and pupils/young people involved.

Each pupil will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each pupil to do as much for him/herself as he/she can. Intimate Care Plans will be drawn up for each individual pupil where such care is required in collaboration with parents and/or health professionals.

Each pupil's right to privacy will be respected. Careful consideration will be given to each pupil's situation to determine how care is carried out. Pupils will be catered for by one adult unless there is a sound rationale for having more adults present, for example practical issues around hygiene and management. If this is the case, the reasons will be clearly documented.

Where intimate care is required on a regular basis by a pupil the school will endeavour to have more than one member of staff involved in this process. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, whilst at the same time guarding against the care being carried out by a succession of completely different carers.

Wherever possible staff should only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence e.g. female staff supporting boys where there are no suitably qualified male staff available. Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the pupil's care plan. The needs and wishes of pupils and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The Protection of Pupils

Lees Primary School's safeguarding procedures and the Bradford & Airedale Safeguarding Board safeguarding procedures will be adhered to at all times. All pupils will be taught personal safety skills carefully matched to their level of development and understanding. If a member of staff has any concerns about physical changes in a pupil's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the DLP. If a pupil becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated and outcomes recorded. If a pupil makes an allegation against a member of staff, all necessary procedures will be followed (see Allegations of Abuse protocols). Where deemed appropriate staffing will be altered until the issue(s) are resolved. During this time the pupil's needs remain of paramount importance. School will seek further specialist advice from outside agencies where necessary to maximize best outcomes for the pupil.

Additional Guidance:

Health and Safety

When attending to the intimate care of pupils' staff should be aware of the school's Health and Safety Policy and the Child Protection Policy.

Staff should always wear an apron and gloves when dealing with intimate care. Any soiled waste (urinary or faecal) should be appropriately disposed of. This bag should then be placed in a bin (complete with a liner) which is specifically designated for the disposal of such waste. The bin should be emptied daily and it will be collected as part of the usual refuse collection service.

Note: this waste is not classed as clinical waste.

Special / complex health needs

Pupils with special / complex health needs have the same rights to safety and privacy when receiving intimate care. Additional vulnerabilities that may arise from a physical disability or learning difficulty must be considered with regard to individual teaching and care plans for each pupil. As with all arrangements for intimate care needs, agreements between the pupil, those with parental responsibility and the school should be easily understood and clearly recorded. Regardless of age and ability, the views and emotional responses of pupils with special needs should be actively sought (with advocacy arrangements in place for those who require assistance) in regular reviews of these intimate care arrangements.

First Aid and intimate care

Staff who administer first aid should ensure wherever possible that another adult or other pupils are present. The pupil's dignity must always be considered and where contact of a more intimate nature is required (e.g. assisting with toileting or the removal of wet/soiled clothing), another member of staff should be in the vicinity and must be made aware of the task being undertaken.

All treatments must be explained to the child prior to any physical contact being made. Regular requirements of an intimate nature should be planned for.

Out of school trips, clubs etc.

Lees Primary School understands that children may need intimate care during out of school trip and activities. The requirement of intimate care will be planned and provided for to enable children to access such activities.

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