

*A Community where we live, learn
and laugh together in God's love.*

Policy for Intimate Care in Early Years

Background

This policy was updated by Mrs L Lomas and Miss A Hudson in December 2018. It is reviewed annually and was last reviewed by the Governors at their meeting in XXXXXXXXXXXX

Rationale

St Patrick's Catholic Primary School, like all Catholic Schools, is established in order to provide an environment in which the children of the Catholic community can receive an education that is consciously and explicitly influenced by the beliefs and practices of the Catholic Church.

Intimate Care Policy

This policy represents the agreed principles for intimate care throughout our Early Years Foundation Stage (EYFS) and the wider school body. This policy has been agreed by all staff and governors within the school (XXXXXXXX).

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 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:

- Cleaning a pupil who has soiled or wet him/herself, or requires changing in the course of a session in EYFS.
- Supporting any pupil in school 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 vomited on him/herself, 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 Foundation Stage. Firstly, staff will always encourage children to attempt undressing and dressing unaided and modelling and prompting will be used where necessary. It is important to clarify that contractually no member of staff currently working in the FS Base has an obligation to change a child.

Providing comfort or support

Children may seek physical comfort from staff (particularly children in EYFS).

Where children require physical support, staff need to be aware that close physical contact should 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 in any manner 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. Such behaviour must be reported to the member of staff with responsibility for Child Protection as soon as is practicable.

Wetting/Soiling

If a member of the FS team is required to support a child with a full change of clothing they must have another member of staff on hand to watch them in undertaking the "Intimate Care" procedure to safe guard staff members against false allegations against them.

Staff must:

- Ensure Protective gloves and an apron are worn (to be found in first aid boxes)
- Ensure the procedure is discussed in a friendly and reassuring way with the child throughout the process.
- Ensure the child is encouraged to care for him/herself as far as possible. • Privacy is given to the child (using a toilet cubical in EYFS area or Access Toilet)
- All spills of vomit, blood or excrement are wiped up and disposed of in a yellow hazardous materials bag (in the medical cupboard)
- All spills are disinfected appropriately
- Soiled clothing is put in a plastic bag, unwashed, and sent home with the child.

Changing process

- Adults will explain to children that they need to change their clothing
- The adult will provide the child with underwear and clean uniform
- The adult will talk the child through changing ie "take off you shoes and socks first, put your socks in the plastic bag, now take off your trousers and put them in the bag" "now give yourself a wipe, now put on your clean pants"
- After changing, the soiled/wet clothing will be sent home
- In the case of severe soiling the adult will assess if the child has cleaned themselves sufficiently to change into clean clothes and remain in school. If it is not possible, the school will contact the parents. Whilst waiting for the parents the child will be comforted and kept away from the other children to preserve dignity until the parent arrives.

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 the child needs to be taken home to be sufficiently clean, parents are given the option to bring them back into school afterwards. Safeguards for children All staff at St Patrick's Catholic Primary School are CRB (Criminal Record Bureau) 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. Personal and professional references are also required and unsuitable candidates are not permitted to work within the school. All those working with children should be closely supervised throughout a probationary period and should only be allowed unsupervised access to children once this has been completed to their supervisor's satisfaction. It is not appropriate for volunteers to carry out intimate care procedures.