

Intimate Care Policy



Chaloner Primary School

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Approving body	Full Governing Body



Intimate Care Policy

The pastoral care of our children is central to the aims, ethos and teaching programmes in Chaloner Primary School and we are committed to developing positive and caring attitudes in our children. It is our intention to develop independence in each child, however there will be occasions when help is required. The principles and procedures apply to everyone involved in the intimate care of children.

Intimate care may be defined as an activity required to meet the personal care needs of each individual child in partnership with the parent, carer and the child.' (9.26, ACPC Regional Policy and Procedures). In school, this is usually a one-off incident but if the child needs regular care, a care plan will be created in negotiation with the parents/carers and relevant outside agencies.

Chaloner Primary School is 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 our children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain and adults and staff must be sensitive to each child's individual needs.

Intimate care is any care which involves one of the following:

1. Assisting a child to change his/her clothes
2. Changing or washing a child who has soiled him/herself
3. Assisting with toileting issues
4. Supervising a child involved in intimate self-care
5. Providing first aid assistance
6. Providing comfort to an upset or distressed child
9. Assisting a child who requires a specific medical procedure and who is not able to carry this out unaided. *

* In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure. Parents have the responsibility to advise the school of any known intimate care needs relating to their child.

Principles of Intimate Care

The following are the fundamental principles of intimate care upon which our policy guidelines are based:

- Every child has a right to be safe;
- Every child has the right to personal privacy;
- Every child has the right to be valued as an individual;
- Every child has the right to be treated with dignity and respect;
- All children have the right to be involved and consulted in their own intimate care to the best of their abilities;
- All children have the right to express their views on their own intimate care and to have their views taken into account; and
- Every child has the right to have levels of intimate care that are appropriate and consistent.



Assisting a child to change his/her clothes

This is more common in our Foundation Stage. On occasions, an individual child may require some assistance with changing if, for example, he/she has an accident at the toilet or gets wet outside. Staff will always encourage children to attempt undressing and dressing unaided. However, if assistance is required this will be given.

School will have a supply of wipes, clean underwear and spare uniform for this purpose. (A supply of clean underwear and spare uniforms are available. If the child requires a shower for his/her own comfort then the emergency contact will be asked to take him/her home for this. The emergency contact will also be contacted if the soiling is linked to illness. If none of the contacts can be reached the Headteacher is to be consulted and the decision taken on the basis of loco-parentis and our duty of care to meet the needs of the child.

The member of Staff who has assisted a pupil with this type of intimate care will log the incident and care given on CPOMs.

Pastoral Care Procedures

- Ensure the child is happy with who is changing him/her.
- Be responsive to any distress shown.
- Always wear protective disposable gloves.
- Seal any soiled clothing in a plastic bag for return to parents.

Providing comfort or support to a child

There are situations and circumstances where children seek physical comfort from staff (particularly children in Early Years). Where this happens staff need to be aware that any physical contact must be kept to a minimum. When comforting a child or giving reassurance, staff must ensure that at no time can the act be considered intimate. If physical contact is deemed to be appropriate, staff must provide care which is professionally appropriate to the age and context.

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. If a child touches a member of staff, as noted above, this should be discussed, in confidence with the Designated Teacher for Child Protection.

Assisting a child who requires a specific medical procedure and who is not able to carry this out unaided.

Our Administration of Medications Policy outlines arrangements for the management of the majority of medications in school. Parental permission must be given before any medication is dispensed in school- this form is also available on our website. A small number of children will have significant medical needs and in addition to the arrangements included in our Administration of Medications Policy will have an Individual 'Care Plan'. This Care Plan will be formulated by the relevant medical body. If required, school staff will receive appropriate training.



Guidelines For Good Practice

All children have the right to be safe and to be treated with dignity and respect. These guidelines are designed to safeguard children and staff. They apply to every member of staff involved with the intimate care of children.

Young children and children with special educational needs can be especially vulnerable. Staff involved with their intimate care need to be particularly sensitive to their individual needs. Members of staff also need to be aware that some adults may use intimate care, as an opportunity to abuse children. It is important to bear in mind that some forms of assistance can be open to misinterpretation. It is the member of staff carrying out the intimate care's responsibility to ensure there can be no misinterpretation of their action. If any member of staff has a concern about another member of staff carrying out intimate care they have a duty to report their concerns to the designated safeguarding lead immediately.

If a child is accidentally hurt during intimate care or misunderstands or misinterprets something, reassure the child, ensure their safety and report the incident immediately to the designated safeguarding lead. Report and record using CPOMs any unusual emotional or behavioural response by the child.



Appendix 1

Parental permission for Intimate Care

Should it be necessary, I give permission for _____ to receive intimate care (e.g. help with changing , following toileting).

I understand that staff will endeavour to encourage my child to be independent.

I understand that I will be informed discretely should the occasion arise.

I understand that if my child has soiled and needs more cleaning that can be supported at school, I will come and take them home for this.

Signed: _____

Adult with parental responsibility for: _____