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# Intimate Care Policy

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Version Control

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## 1. Introduction

The Trust intends and expects that all decisions around the use of Trust resources will be underpinned at all times by its vision and values:

**Our aim:**

To create centres of educational excellence that inspire all pupils to turn their potential into performance

**To achieve this our schools will:**

Provide a broad and balanced curriculum that allows pupils to develop their talents and ambitions

Deliver the highest quality learning opportunities facilitated by excellent teachers

Inspire our pupils to become confident, motivated and respectful individuals ready to make a positive contribution to society

**The Trust will support our schools by:**

Maximising the resources and expertise available to individual schools

Providing a platform for the sharing of excellent practice

Challenging and developing staff to turn their potential into performance

There are times when a child may require a change of clothes whilst at school. The purpose of this policy is to provide clear guidelines and procedures for providing the intimate care of all children. These guidelines and procedures apply to changing a child in a range of circumstances, for example:

- When a child has wet or soiled themselves due to having not reached continence as part of a specific medical condition or global developmental delay
- When a child has vomited, is wet or soiled themselves
- When a child has become dirty or wet from involvement in play activities, for example; painting or water play
- When a child requires support and assistance changing for physical activities.

These guidelines are designed to promote good practice and safeguard children and practitioners within our school. These apply to everyone involved with the intimate care of children within Red Oaks Primary School/

## 1.1. Aims and Scope

### Aims:

- To include all children in activities regardless of their ability to manage their own personal care.
- To safeguard the rights and promote the welfare of children
- To provide guidance and reassurance to staff whose role includes intimate care
- To assure parents that staff are knowledgeable about personal care and that their individual concerns are taken into consideration.
- To ensure that no child is discriminated against.

A definition of Intimate Care: 'Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with, or exposure of, the sexual parts of the body'

Intimate care tasks specifically identified as relevant include: dressing and undressing (underwear) helping someone use a toilet cleaning / wiping / washing intimate parts of the body. The application of medical treatment, other than to arms, face and legs below the knee.

This policy is designed to act as a guideline for anyone with responsibility for the intimate care of the children at Red Oaks Primary School. It outlines the guidelines for best practice.

## 1.2. Other linked Policies

This policy should be read in conjunction with:

- Safeguarding and Child Protection policy
- Medical Policy
- Safe Touch Policy

## 2. Policy Statement

Only Red Oaks Primary School staff with a full and current DBS check are able to carry out this sort of care.

Children who are not yet toilet trained will not be excluded from any activity in nursery or school.

Intimate care is discussed with all employees during their induction. All staff receive safeguarding training which is updated annually and revisited every term.

COVID 19 - All staff should wear protective gloves, face masks & protective aprons for nappy changes, administering first aid or cleaning a child who has soiled themselves. These should be disposed of safely in the medical bins after each individual. All changing mats, etc should be cleaned after each individual use.

- Every child is to be treated with dignity and respect. Privacy is ensured appropriate to the child's age and situation. We have separate toilets for the children to use with doors.
- Nappies are changed on a designated change mat in a quiet area. This is enclosed enough to give the child privacy, yet are not out of sight of other staff.
- The child should be involved as much as possible in his or her intimate care; they are allowed to be as independent as possible. This can be for tasks such as removing clothing or washing private parts of a child's body. We support the children in doing everything that they can for themselves.
- If a child is fully dependent on an adult, then we will talk to him/her about what we are doing and give choices where possible.
- We will always make sure that a familiar adult supports a child in intimate care.
- We will be responsive to a child's reactions.
- We will encourage the child to have a positive body image of his/her own body; confident, assertive children who feel their body belongs to them are less vulnerable to abuse.
- We will make sure the practice of intimate care is as consistent as possible.
- The parent/carer will always be consulted about the intimate care that is given to their child.
- All children are encouraged to wash their hands after messy play, after using the toilet, before & after eating.
- Red Oaks Primary School understands it's a legal obligation to meet the needs of children with any delays or medical reasons in any area of their development. We work in partnership with parents on an individual basis to make reasonable adjustments to meet the needs of each child.
- We seek to find out religious & cultural views around intimate care.

## Intimate Care Policy

- We report any incident as soon as possible to the Designated Safeguarding Lead or a member of the safeguarding team. This may include:
  - o Accidentally hurting a child
  - o The child seems sore or unusually tender in the genital area
  - o The child misunderstands or misinterprets something
  - o The child has a very strong emotional reaction without apparent cause (sudden shouting or crying)

All staff must ensure that they protect themselves by following these guidelines;

- Always tell another member of staff when you are doing a change or accompanying a child to the toilet
- Always ensure that a child's privacy is protected
- Always ensure that you are visible to other members of staff.
- In some instances, it may be appropriate for 2 members of staff to change a child.
- All staff should wear protective gloves, face masks & protective aprons for nappy changes, administering first aid or cleaning a child who has soiled themselves. These should be disposed of safely in the medical bins after each individual. All changing mats, etc should be cleaned after each individual use.
- Always wash hands thoroughly after supporting a child with intimate care using antibacterial handwash.
- Record any incidents of intimate care on CPOMS, indicating why the care was necessary and what level of intimate care was given.
- Staff must also be aware of their own personal safety whilst changing pupils and not put themselves in a vulnerable position.
- It is the responsibility of the Designated Safeguarding Lead to ensure that all records are kept up to date and that all procedures are followed.