



## Intimate Care Policy

<i>Review date</i>	Autumn 2023
<i>Review period</i>	Biennial by Local Governing Board
<i>Next Review date</i>	Autumn 2025
<i>Policy type</i>	Non-legislative
<i>Other related policies</i>	Safeguarding and Child Protection Policy Whistleblowing Policy Equality Policy

### Introduction

The Griffin Primary School and Nursery are fully inclusive settings and no child will be excluded or discriminated against due to continence issues. We will ensure that we meet the requirements of the EYFS (updated 2017), the Disability Act (1995) and the Equalities Act (2010) as they apply to children with toileting and continence needs.

Intimate care can be defined as care tasks of an intimate nature, associated with direct or indirect contact with or exposure of the genitals. Examples include care associated with continence that may need support with cleaning of the genital area such as; washing or bathing, nappy changing and the application of medical creams for the treatment of nappy rash.

**This policy should be read in conjunction with our separate Safeguarding and Child Protection Policy.**

### Role of School

- We will support individual children's needs and, where there is a need for a personalised intimate care plan, this will be developed with school/nursery staff and parent carers.
- Staff who work with young children will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.
- To ensure that children's dignity will be preserved and a high level of privacy afforded them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at The Griffin Primary School and Nursery work in partnership with parents/carers to provide continuity of care to children wherever possible.
- To deliver a full personal safety curriculum, as part of Personal, Social and Health Education, to all children as appropriate to their developmental level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.
- Commit 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 children with respect when intimate care is given, the diversity of individuals and communities is respected.

No child should be attended to in a way that causes distress, embarrassment or pain. Staff will respect a child's right to give or withdraw their consent to be changed, no child will be forced to be changed

### **Our Approach to Best Practice**

All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.

### **We will ensure that:**

- Staff who provide intimate care are made aware of Child Protection procedures and Health and Safety practices. These themes are revisited as part of our procedures from time to time during our staff meetings and regular health and safety update training is given annually. Apparatus will be provided to assist with children who need special arrangements following assessment from a physiotherapist/occupational therapist, as required.
- Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes.
- There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss the child's needs and preferences. The child is aware of each procedure that is carried out and the reasons for it. Children's personal care routines are used as opportunities to exploit learning through raising a child's independence, self-help skills and self-esteem.
- As a basic principle, children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing/wiping themselves. Individual intimate care plans will be drawn up for particular children as appropriate, to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling and the personal safety of the child and the carer.
- Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child needs help with intimate care. Where possible, one child will be cared for by one adult unless there is a sound reason for having two adults present. If this is the case, the reasons should be clearly documented. Staff will always alert a colleague to inform them they are changing children.
- Typically the member of staff on rota to provide personal support to children will provide intimate care. When changing a child, another member of staff working close by must be alerted to ensure reasonable protection for both child and carer.
- Parents/carers will be involved with their child's intimate care arrangements on a regular basis. Where a care plan exists the agreed arrangements will be recorded on the child's plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation. Parents/carers are informed of changing routines for children. Parents/carers are expected to provide nappies, wipes and change of clothes.

### **The Protection of Children**

In order to carry out our duty to safeguard children:

- If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report these concerns to a Designated Safeguarding Lead (DSL) for child protection – see the separate Child Protection and Safeguarding Policy.
- Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.
- If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered

until the issue is resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

- If a child requires additional support other than that of general good practice outlined within this policy then an individual intimate care plan will be put in place. This will be supported by health professionals and the physical and disability support team as appropriate.
- If a child makes an allegation against a member of staff, all necessary procedures will be followed – see the separate Child Protection and Safeguarding Policy.
- The Griffin Primary School and Nursery have procedures in place for dealing with spillage of body fluids, such as the process to be followed when a child accidentally wets or soils themselves. The same procedures are in place for children who are in nappies or pull ups. Fresh gloves and aprons are worn by staff when changing children, nappies are sealed securely and disposed of appropriately and changing areas are kept clean.