



Easebourne Primary School

INTIMATE CARE POLICY

Adopted Spring 2018

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:

- Supporting a pupil 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 soiled him/herself, has vomited or feels unwell
- Supporting and providing assistance for pupils who are menstruating.

Supporting dressing/undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly in Early Years. Staff will always encourage children to attempt undressing and dressing unaided.

We are aware as children mature there is a requirement for separate changing facilities. Wherever possible suitable separate changing facilities for boys and girls in upper years will be provided.

Providing comfort or support

Children may seek physical comfort from staff (particularly children in Reception). Where children require physical support, staff need to be aware that physical contact must 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 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.

Medical procedures (See Policy on Medicines)

Application of Sunscreen

Staff are not responsible for applying sun creams. Parents are asked to apply suitable lotions before school. Staff would only be asked to apply sun cream in exceptional circumstances i.e. medical/special need.

Soiling

Intimate care for soiling will only be given to a child after the parents have given written permission for staff to clean and change the child. (See attached)

If a parent does not give consent, the school will contact the parents or other emergency contact giving specific details about the necessity for cleaning the child. If the parents/carers or emergency contact is able to come within a short time.

If the parents and emergency contacts cannot be contacted the Head Teacher will be consulted. If put in an impossible situation where the child is at risk, staff will act appropriately and may need to come into some level of physical contact in order to aid the child.

When touching a child, staff should always be aware of the possibility of invading a child's privacy and will respect the child's wishes and feelings.

If a child needs to be cleaned, staff will make sure that:

- The procedure is discussed in a friendly and reassuring way with the child throughout the process
- The child is encouraged to care for him/herself as far as possible
- Physical contact is kept to the minimum possible to carry out the necessary cleaning.
- Protective gloves are worn
- Privacy is given appropriate to the child's age and the situation but children will not be alone in a room with an adult with the door closed. The classroom toilets/cloakrooms, disabled toilet or baby change area are the most suitable locations.
- All spills of vomit, blood or excrement are wiped up, flushed down the toilet and the area sanitised when in the vicinity, otherwise the body fluids spillage kit is available – see policy/protocol
- Any soiling that can be, is flushed down the toilet
- Soiled clothing is put in a plastic bag, unwashed, and sent home with the child

If wetting/soiling occurs regularly then parents will be asked to provide spare clothing and if appropriate the pupil and parent will be referred to the school nurses team.

Hygiene

All staff must be familiar with normal precautions for avoiding infection, must follow basic hygiene procedures and have access to protective, disposable gloves.

Protection for staff

Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk. These should include:

- Gaining a verbal agreement from another member of staff that the action being taken is necessary
- Be aware of and responsive to the child's reactions

Safeguards for children

All staff at the school are DBS checked on application and cannot undertake tasks within school until all checks are completed satisfactorily. 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 or students to carry out intimate care procedures.

If a child wets or soils themselves while they are at school it is important that measures are taken to have them changed (and if necessary cleaned) as quickly as possible. Some

members of staff are willing to carry out this task **and will generally do so unless you ask us not to.**

If you prefer, the school can contact you or your emergency contact who will be asked to attend without delay.

The Intimate Care Policy is available to view on our website.



Permission to Give Intimate Care

Please fill out the permission slip below.

I do give consent for my child..... to be changed and cleaned if they wet/soil themselves.

Signature of Parent/Carer..... Date.....

Or

I do **not** give consent for my child to be changed and cleaned if they wet/soil themselves. The school will contact me or my emergency contact and I will organise for my child to be cleaned and changed. I understand that in the event that I (or the emergency contact) cannot be contacted the staff will act appropriately and may need to come into some level of physical contact in order to aid my child.

Signature of Parent/Carer..... Date.....