

South Baddesley CE Primary School Intimate Care Policy

South Baddesley CE Primary School we recognise that there is a need to treat all children with respect when intimate care is given. The child's welfare and dignity is of paramount importance.

We are committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. This policy provides reassurance and guidance for all staff.

We work in partnership with parents to meet individual pupil needs and provide assurance for parents that staff are knowledgeable about intimate care as well as taking their individual needs and concerns into account.

Legislation

Equalities Act 2010

Linked policies

SBS Medical Needs

SBS Health and Safety

SBS Child Protection

SBS Staff Code of Conduct

SBS SEND Policy

Definition

Intimate care involves washing, touching or carrying out an invasive procedure that some children are unable to do due to physical disability, special educational needs associated with learning difficulties, medical needs or needs arising from the child's stage of development.

Intimate care may involve help with drinking, eating, dressing and toileting.

In most cases intimate care will involve procedures to do with personal hygiene and the cleaning of equipment associated with the process and should only be carried out by suitably trained, competent staff.

Procedures

The management of all children with intimate care needs will be carefully planned.

Whole school staff policy and training fosters a culture of good practice and a whole school approach to intimate care. Staff know who to ask for advice if they are unsure or uncomfortable about a particular situation.

The Leadership Team ensures that sensitive information about a child is only shared with those who need to know, such as parents, members of staff specifically involved with the child. Other personnel should only be given information that keeps the child safe.

Staff and Environment

Staff who provide intimate care are trained to do so (training includes Child Protection/ Safeguarding and Moving and Handling) and are fully aware of best practice.

The school ensures that toilet facilities are easily accessible and well maintained to promote children's awareness of good hygiene practices and developing independence.

When children need intimate care facilities, reasonable adjustments will need to be made.

Additional considerations may include:

- Protective clothing including disposable protective gloves - provided by the school
- Labelled bins for the disposal of wet & soiled nappies.
- Supplies of suitable cleaning materials; anti-bacterial spray, sterilising fluid, deodorisers , anti-bacterial hand wash.
- Supplies of appropriate clean clothing, nappies, disposal bags and wipes.
- Changing mat or changing bench.
- An effective system should be identified to alert staff for help in emergency

In addition, when necessary, suitable equipment and facilities will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist.

Staff are supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation.

Pupil Voice

The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The child will be supported to achieve the highest level of autonomy that is possible given their age. Staff will encourage each child to do as much for him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves.

Individual health care plans, including an intimate care plan (appendix one) will be drawn up for particular children as appropriate to suit the circumstances of the child.

Children's views will be considered when writing these plans. Where there is any doubt that a child is able to make an informed choice on these issues, the child's parents are usually in the best position to act as advocates.

It is the responsibility of all staff caring for a child to ensure they are aware of the child's method and level of communication. Communication methods may include words, signs, symbols and body movements.

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 is toileted. Where possible one child will be catered for by one adult unless there is a sound reason for having more adults present. If this is the case, the reasons should be clearly documented.

Parents

South Baddesley is committed to working in partnership with parents so that information is shared sensitively and appropriately between home and school. Exchanging information with parents is essential to ensuring a consistent approach.

Where necessary parents are signposted to other agencies for additional support.

Safeguarding

The protection of children Child protection procedures and safeguarding procedures will be adhered to.

All children will be taught personal safety skills carefully matched to their level of ability, development and understanding.

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 concerns to the DSL /Appropriate manager.

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 without delay as part of this process in order to reach a resolution.

Policy created: September 2018

Review date: September 2019

Appendix One: South Baddesley CE Primary School Intimate Care Plan

Child's Name:

Date of Birth:

Date plan created:

Nominated Staff:

Main areas of need:

Provision required:

- Changing pad.
- Wiping bottom.
- Changing clothes.
- Other:

This plan was agreed with parents/carers.

The child's views were sought for this plan (if not, please state why not):

Signed by pupil:

Signed Headteacher/SENCo:

Signed Parents/carers:

Signed nominated member of staff: