

St Peter's Catholic Primary School



Intimate Care Policy

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 ensure parents/carers are consulted in the intimate care of their children.

For the purpose of this policy, “intimate care” is the hands-on, physical care in personal hygiene, as well as physical presence or observation during such activities.

Intimate care includes the following:

Definitions

For the purpose of this policy, intimate care is defined as any care which may involve the following:

- Washing
- Touching
- Carrying out an invasive procedure
- Toileting, wiping and care in the genital and anal areas
- Cleaning and changing a child who has soiled him/herself or has vomited or feels unwell
- Providing oral care
- Feeding
- Assisting in toilet issues
- We understand that children at an early age a child may not yet be potty trained and so we will change a child as required. Where children are not potty trained, parents should supply spare nappies/trainer pants
- Providing comfort to an upset or distressed pupil
- Application of medical treatment other than to the arms, face and legs below the knee
- Dressing and undressing /Supporting a child with dressing/undressing
- Sometimes it will be necessary for staff to aid a child in getting dressed or undressed. Staff will always encourage children to attempt undressing & dressing unaided

Intimate care tasks are associated with bodily functions, body products and personal hygiene that demand direct or indirect contact with, or exposure of the genitals.

Examples of intimate care include support with dressing and undressing (underwear), changing incontinence pads, nappies or medical bags such as colostomy bags, menstrual hygiene, helping someone use the toilet, or washing intimate parts of the body.

Pupils may be unable to meet their own care needs for a variety of reasons and will require regular support.

- We do not apply nappy creams to children due to child protection and hygiene reasons.
- Should a child require a change of clothing during a session a limited range of clean clothing is available. Clothing that is soiled, for whatever reason, will only be handled by a staff member wearing disposable gloves.
- There are no laundry facilities on the premises and all dirty or wet clothing will be placed in a plastic bag and given to the parent/carer.
- Parents of our younger children (eg in Early years) are asked to ensure a spare set of clothing is sent in with your child each day.
- Any soiled clothing will be placed in a tied plastic bag and will be returned to parents at the end of the school day.
- Pupils should be encouraged to act as independently as possible and to undertake as much of their own personal care as is possible and practicable. When assistance is required, this should normally be undertaken

by one member of staff, however, they should try to ensure that another appropriate adult is in the vicinity who is aware of the task to be undertaken and that, wherever possible, they are visible and/or audible.

- Intimate or personal care procedures should not involve more than one member of staff unless the pupil's care plan specifies the reason for this. A signed, dated record should be kept of all intimate and personal care tasks undertaken and, where these have been carried out in another room, should include times left and returned.
- Any vulnerability, including those that may arise from a physical or learning difficulty should be considered when formulating a pupil's individual pupil's care plan. The views of parents, carers and the pupil, regardless of their age and understanding, should be actively sought in formulating the plan and in the necessary regular reviews of these arrangements. Pupils are entitled to respect and privacy at all times and especially when in a state of undress, including, for example, when changing, toileting and showering.
- However, there needs to be an appropriate level of supervision in order to safeguard pupils, satisfy health and safety considerations and ensure that bullying or teasing does not occur. This supervision should be appropriate to the needs and age of the children concerned and sensitive to the potential for embarrassment
- At St Peter's we are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. We take seriously our responsibility to safeguard and promote the welfare of the children in our care.
- At St Peter's we recognise the duties & responsibilities in relation to the Disability Discrimination Act which requires that any child with an impairment that affects his/her ability to carry out normal day-to-day activities must not be discriminated against.

Staff and facilities

Staff members who provide intimate care are trained to do so, and are fully aware of best practice. Suitable equipment and facilities will be provided to assist pupils who need special arrangements following assessment from a physiotherapist or occupational therapist. This may include the following:

Adjustable bed

Changing mat

Non-slip step

Cupboard

Adapted toilet seat /toddler toilet seat

Disposable gloves/aprons

Nappies, pads and medical bags

Supply of hot water

Soap

Antiseptic cleanser for staff

Antiseptic cleanser for the changing bed/mat

Clinical waste bag

Offsite visits

Before offsite visits, including residential trips, the pupil's individual intimate plan will be amended to include procedures for intimate care whilst off the school premises.

Staff will apply all the procedures described in this policy during residential and off site visits

This policy will be reviewed annually