

FRONT STREET COMMUNITY PRIMARY SCHOOL



INTIMATE CARE POLICY September 2024



Introduction

Definition of Intimate Care

Intimate Care is any care which involves washing, touching or carrying out an invasive procedure that most children carry out for themselves but which some are unable to do due to physical disability, additional support 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. Help may also be needed with changing colostomy bags and other such equipment. It may also require the administration of invasive medication.

In most cases Intimate Care will involve procedures to do with personal hygiene and the cleaning of equipment associated with the process. In the case of a specialised procedure only a person suitably trained and assessed as competent should carry out the procedure.

Staff providing Intimate Care must be aware of the need to adhere to good Child Protection practice in order to minimise the risks for both children and staff. It is important that staff are supported and trained so that they feel confident in their practice.

Aims

The aims of the policy and associated guidance are:

- To safeguard the dignity, rights and well being of children and young people
- To ensure that children and young people are treated consistently when they experience intimate personal care in two or more settings
- To provide guidance and reassurance to staff
- To ensure that parents are involved in planning the intimate care of their child and are confident that their concerns and the individual needs of their child are taken into account
- To reassure parents that staff are knowledgeable about intimate care

Principles

The policy and guidance embrace the principles of Every Child Matters.

- Every child has the right to feel safe and secure
- Every child has the right to be treated as an individual
- Every child has the right to remain healthy
- Every child has the right to privacy, dignity and a professional approach from all staff when meeting his or her needs
- Every child has the right to information and support that will enable him or her to make informed and appropriate choices
- Every child has the right to be accepted for who they are, without regard to age, gender, ability, race, culture or beliefs
- Every child has the right to information and procedures for any complaint or queries he or she may have regarding intimate care

Parents /Carers views will be sought and listened to with regard to every part of this policy.

Rationale

The purpose of these guidelines is to set out procedures that safeguard children and young people and staff by providing a consistent approach within a framework, and that recognise the rights and responsibilities of all those involved in providing intimate care for children and young people.

We believe that all children and young people should be able to participate in all aspects of community life so that intimate care procedures will be carried out in various settings. It is therefore important that appropriate facilities and equipment are available wherever possible.

We recognise that intimate care raises complex issues. Whilst it may not be possible to eliminate all risks the balance should be on the side of dignity, privacy, parental (and where appropriate pupil) choice and safety.

Definition of Intimate Care

Intimate care involves helping pupils at **Front Street** with aspects of personal care which they are not able to undertake for themselves, either because of their age and maturity or because of developmental delay or disability. Children and young people with disabilities may require help with moving and handling, eating and drinking and all aspects of care including:

- Washing
- Dressing and undressing (including swimming)
- Supported Eating
- Toileting & Menstruation
- Applying topical medicines (e.g. sun creams, eczema creams)

AIMS

- Safeguard the rights and well being of children and young people with regard to dignity, privacy, choice and safety.
- To ensure that children and young people are treated consistently when they experience intimate personal care in two or more settings.
- Assure parent/carers that all staff are knowledgeable about intimate care and that individual concerns are taken into account *and when possible are acted upon*.
- Parent/carers to be involved in any decision about the Intimate Care of their children.
- To provide appropriate guidance, training, supervision and reassurance to staff, and to ensure safe practice.
- To ensure that parents/carers and children and young people [*where appropriate*] are actively involved in the development of agreed Intimate Care protocols.
- The child or young person's choices will be taken into consideration in developing an individual Intimate Care protocol with parent / carer agreement.
- Provide staff with information and **appropriate** training in Intimate Care.

Intimate Care Protocol

To be completed by Head Teacher and parent/carer & shared with all staff who are involved in supporting the child.

Name of Child or Young Person	Class Teacher/Responsible staff member
Staff Involved [including support staff, school nurse, specialist staff] 1. 2. 3. 4. 5. 6.	
Nature of Intimate Care provide [including changing, toileting, feeding, medical intervention, first aid, physical education]	
1.	
2.	
3.	
4.	
5.	
Parental Permission agreed [please tick] Yes No	
Special arrangements for Changing [please include number of personnel involved and indicate whether this is agreed by parents or is a Child Protection or Moving & Handling requirement]	
Special arrangements for Toileting [please include number of personnel involved and indicate whether this is agreed by parents or is a Child Protection or Moving & Handling requirement]	
Other Special arrangements [please included any other intimate care not shown above]	

Signature of Head Teacher/Responsible Staff Member.....

Signature of Parent/Carer:

Permission for School/Centre to provide intimate Care

Child's last name	
Child's first name	
Male/Female	
Date of Birth	
Parent/Carers name	
Address	

I understand that;

I give permission to the school/centre to provide appropriate intimate care to my child
E.g. changing, toileting, feeding, showering, medical support or other.

I wish to advise you that I would like the following to be the approach to this:

Special arrangements for my child should be as follows
--

I will advise the head teacher/centre manager of any medical issues which impact on the intimate care of my child.

The medical issues are

Name

Signature

Relationship to child

Date