



Tower Hill Primary School Intimate Care Policy

Date : Autumn 2022 Author: HCC adapted by Christine Cartlidge
Date of Approval : 29th Sept 2022 Signed (Governing Body) : Owen Gardner
Review Date : Autumn 2023 Chair of Governing Body: Owen Gardner

Introduction

Tower Hill School is committed 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. No child should be attended to in a way that causes distress, embarrassment or pain.

Definition

Children and young people may require help with eating, drinking, washing, dressing and toileting. 'Intimate Care' can be defined as care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demand direct or indirect contact with, or exposure of, the sexual parts of the body. 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.

'Personal Care' involves touching another person, although the nature of this touching is more socially acceptable. These tasks do not invade conventional personal, private or social space to the same extent as Intimate Care. Personal Care encompasses those areas of physical and medical care that most people carry out for themselves but which some are unable to do because of disability, medical need or needs arising from the child's stage of development.

Our approach to best practice

The school recognises its duties and responsibilities in relation to the Equalities Act 2010 which requires that any pupil with an impairment that affects his/her ability to carry out day-to-day activities must not be discriminated against.

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care will be treated with respect at all times; the child's welfare and dignity is of paramount importance.

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. Suitable equipment and facilities will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist.

Appropriate PPE will be provided for staff who are carrying out Intimate Care procedures. This will vary depending on the care being given but, as a school, we will follow the latest *Government Guidance on Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)*. Parents will be expected to provide nappies, pull-ups and any specialist items needed as a part of the intimate care for their child.

Staff will be 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.

The child 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 him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.

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.

Wherever possible staff should only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence for example, female staff supporting boys as no male staff are available.

Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the child's care plan. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation. An Intimate Care Risk Assessment will be completed and shared with parents/carers and the child (as appropriate) and will be reviewed if changes occur or as necessary.

The protection of children

Child Protection Procedures and Multi-Agency Child Protection 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 or a Deputy DSL.

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.

Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount.

We follow the Hampshire Guidelines for good practice as described in our *Safeguarding Policy*.

Further advice will be taken from outside agencies if necessary e.g. Specialist Teacher Advisory Team

If a child makes an allegation against a member of staff, all necessary procedures will be followed.

This policy should be read alongside *Part 2 (p.25-27) of our Safeguarding Policy*.

Role Profiles

All job descriptions for our various LSA roles are available from the school office.