



Intimate Care policy

All children at Asquith Primary and Nursery School have the right to be safe and be treated with dignity, respect and privacy at all times.

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. 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. The Intimate Care Policy and Guidelines regarding children have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children.

Definition of Intimate Care

Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Intimate care may involve washing, touching or carrying out an invasive procedure (such as cleaning up after a child has soiled him/herself), that most children can carry out for themselves, but with which some 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. 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 specific procedure only a person suitably trained and assessed as competent will undertake the procedure. Any additional training will be provided by the school.

Aims

The aims of this document and associated guidance are:

- To provide reassurance to staff and parent/s
- To safeguard the dignity, rights and well-being of children
- To assure parents that staff are knowledgeable about intimate care and that their child's individual needs and concerns are taken into account

Our Approach to Best Practice

The management of all children with intimate care needs will be carefully planned. The child's welfare and dignity is of paramount importance.

Staff will adapt their practice in relation to the needs of individual children, taking into account their developmental stage. 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. Careful consideration will be given to each child's situation, but in most cases there will be one trained member of staff to change one child. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

All staff should follow good hygiene practices: Disposable gloves must be worn. Soiled disposable nappy to be placed in plastic nappy bag and disposed of in an appropriate bin. Soiled clothing will be placed in a plastic bag and returned to parent/carer. Correct hand-washing techniques will be followed: a) For adults, use hot water and soap. Dry hands with disposable paper towels. Antibacterial gel can then also be used. b) For child, hand washing to be done by, or supervised by an adult. Pads, Cameras and mobile phones are never to be taken into bathroom areas.

Most children will be changed in the disabled toilets in nursery, Key Stage 1 and Key Stage 2 buildings. For safeguarding purposes, the door will remain open during changing procedures. Where appropriate, Key Stage 2 children will be provided with a privacy curtain in the toilet to maintain their dignity and privacy.

Toilet training arrangements will be discussed with parents/carers on a regular basis. When a child is changed this will be recorded, dated and initialled by the staff member who carried out the care. Parents will also be informed at the end of the day. If a child refuses to be changed, staff will call parents or carers to come in to help their child. Toilet training will be planned and agreed in co-operation with the parents/carers. For children in Key Stage 2 a plan will be made with parents, and they will sign an agreement to show that they are happy with the changing arrangements.

Staff Professional Development

- All staff will receive Safeguarding/Child Protection training as part of Whole School Training.
- Staff will receive Moving and Handling training where appropriate.
- All staff involved with the intimate care of pupils have an enhanced DBS check.

Work experience students and volunteers must NOT be used to support pupils/students with their intimate care needs.



Intimate Care and Agreement

Child's Name: _____

Date of Birth: _____

Class/Year Group: _____

At Asquith Primary School, the welfare, dignity and safety of every child are of paramount importance. In accordance with our Intimate Care Policy, children requiring support with toileting and changing will be treated with respect and sensitivity at all times.

I/We understand and agree that:

- My/our child may require support with toileting, changing clothes, or changing continence products during the school day.
- A trained member of staff may provide this support in accordance with the school's Intimate Care Policy.
- Staff will encourage my/our child to be as independent as possible and will support them to achieve the highest level of autonomy appropriate to their age and abilities.
- Most children will be changed in the disabled toilet. For safeguarding purposes, the door will remain open during changing procedures. Where appropriate, Key Stage 2 children will be provided with a privacy curtain to maintain their dignity and privacy.
- Staff will follow appropriate hygiene procedures, including the use of disposable gloves and correct hand-washing techniques.
- Any changing incidents will be recorded, dated and initialled by the member of staff carrying out the care.
- The school will communicate with me/us regarding any significant concerns relating to my/our child's intimate care needs.
- Toilet training and changing arrangements will be reviewed regularly in partnership with parents/carers and amended where necessary.

I/We have read and understood the school's Intimate Care Policy and agree to the arrangements outlined above.

Parent/Carer Name: _____

Signature: _____

Date: _____

School Representative: _____

Signature: _____

Date: _____