



St Joseph's Catholic Primary School

Intimate Care Policy

Agreed by	Summer 2018
Review Date	Summer 2020
Review Schedule	Biennial
Person(s) Responsible	SLT and Inclusion Manager, and Provisions & Achievement Committee

MISSION STATEMENT

In the St. Joseph's family, learning together through Jesus, we aim to develop to the fullest possible extent the whole person, socially, emotionally, creatively, academically, physically and spiritually.

AIM

At St Joseph's Catholic Primary School we aim to ensure that all staff responsible for intimate care of children will undertake their duties to the highest professional standard and that all children will be treated with the utmost respect when intimate care is given. No child will be attended to in a way that causes them distress or discomfort.

INTRODUCTION

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. In most cases care will involve cleaning for hygiene purposes as part of a staff members duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the

procedure. The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control.

APPROACH TO BEST PRACTICE

The issue of intimate care is a sensitive one and will require staff to be respectful of children's needs at all times. Children's dignity should always be preserved with a high level of privacy, choice and control when care is required. There should be a high awareness of child protection issues within this work and staff's behaviour must be open to scrutiny at all times. Staff must work in partnership with parents/carers and parents/carers should be able to provide continuity of care to children whenever possible.

PROCEDURES

- Named staff identified to provide for children who may need long term intimate care.
- Staff will be supported to adapt practice in relation to the needs of individual children's developmental stages e.g. toilet training.
- Where necessary Intimate Care Plans will be drawn up for vulnerable children as appropriate to suit circumstances of the child needs.
- Children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff to encourage each child to do as much for him/herself as he/she can.
- Two members of staff need to present for care when a child is in need of intimate care.

- Suitable places in school (clear and accessible to other members of staff) identified as appropriate for intimate care will be used in all circumstances. (Disabled toilet/ Children's toilet)
- In the event that intimate care is necessary while children are outside of school on a visit/trip, two members of staff need to present for care and the most appropriate place identified, this event will also be logged on return to school and shared with parents.
- Staff will always wear appropriate safety clothing and gloves when dealing with a child needing intimate care.
- Appropriate facilities and equipment e.g. nappy bags will be used to dispose of any waste materials and will be removed on a weekly basis. All waste material will be disposed of designated waste bins in the designated areas.
- Parents will be asked to provide school with Nappies, extra clothing etc to be kept in school where necessary and agreement made for the transportation of soiled clothing to and from school.
- No Personal belongings/valuables to be stored in changing areas at any time under any circumstance.
- Clear processes and guidance in intimate care should be highlighted to all staff upon their induction. New staff should be given the opportunity to discuss any queries or uncertainties they may have in relation to this policy.
- Under no circumstances should students, work experience or visitors be asked to give intimate care.
- When taking pupils to the toilet, staff should make colleagues aware of the task to be undertaken and explain to the child what will happen.
- Parents should always be notified if intimate care has been provided.
- When providing intimate care, staff should carefully and sensitively observe the child's emotional response and report any concerns to the designated teacher.
- When children are changing, levels of supervision should be appropriate to the pupil's age.
- Staff should avoid any physical contact unless a child needs help.