



Let your light shine before others
Matthew 5:14

KIRK FENTON CE PRIMARY SCHOOL

Intimate Care Policy

May 2022

Review Date: May 2025

Our Vision

Rooted in Christian belief, our vision for every member of this school community is to feel valued and respected, regardless of age, gender identity, sexuality, race, faith, belief or ability. Through developing a love of learning, each individual will have the opportunity to reach their full potential and aspire to become the person they were born to be.

Let your light shine before others, that they may see your good deeds and glorify your Father in Heaven. Matthew 5:14-16

General Statement

This policy represents the agreed principles for intimate care throughout our school.

The purpose of this policy is:

- To safeguard the rights and promote the health and safety of our children
- To ensure our 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 working in sensitive situations
- To raise awareness of and provide a clear procedure for intimate care
- To inform parents/ carers of how intimate care is administered
- To ensure parents/ carers are consulted in the intimate care of their children

Principles

It is essential that every child is treated as an individual and that care is given as gently and sensitively as possible. As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of their own body. Given the right approach, intimate care can provide opportunities to teach children about personal safety and to enhance their self-esteem. Parents and staff should be aware that matters concerning intimate care will always be dealt with confidentially and sensitively and that the child's right to privacy and dignity must be maintained at all times.

Definition

Intimate care can be defined as any care which involves washing, touching or carrying out any procedure to intimate personal areas which most people would usually carry out themselves but that some children are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence and menstrual management as well as issues with toileting, cleaning or dressing and undressing.

Best Practice

Supporting dressing/ undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly in EYFS. Staff will always encourage children to attempt dressing and undressing independently before stepping in to help.

Providing comfort or support

Children may seek physical comfort from staff (especially younger pupils). Where children require physical support such as a hug, staff need to be aware that physical contact must be appropriate, kept to a minimum and must be child initiated. When comforting a child, staff must remain in view of other adults.

If physical contact is deemed appropriate, staff must provide care which is appropriate to the age, gender and situation of the child. Should a child touch a member of staff inappropriately or in a way that makes the adult uncomfortable then the child must be gently but firmly discouraged in a way that communicates that the touch, rather than the child, is unacceptable.

Medical procedures

If it is necessary for a child to receive medicine or specific medical care during the school day parents must complete a permission form from the school office and discuss their child's needs with a member of staff before the school agrees to administer the medicine or procedure. It must be made clear to parents that staff administration of medicines or medical care procedures is voluntary unless they have been employed specifically for that reason.

Any member of staff giving medicine to a pupils should check:

- The pupil's name
- Written instructions are provided by a medical practitioner
- Prescribed dose
- Expiry date: Parents/ carers MUST take note of any expiry dates and be made aware that it is their responsibility to ensure medicines are replaced promptly.

Medicines should be kept in a secure place, usually in the school office, not accessible to pupils. Arrangements must be in place to ensure that any medication that a pupil might need in an emergency is readily available near that child.

Individual healthcare Plans

Children with specific needs that need regular and ongoing intimate care must have an Individual Healthcare Plan in place at school detailing any individual procedures required and agreed with both the child and parents/ carers and school staff involved in administering the care. This will be overseen by the school SENCO.

Wetting and soiling

If a child wets or soils themselves, they will be encouraged to wash themselves and change into spare, dry underwear and clothes unless there is an Individual Healthcare plan in place detailing otherwise.

Restraint

There may be occasions where it is necessary for staff to restrain children physically to prevent them from hurting either themselves or others, or damaging school property.

In such cases, only the minimum force necessary should be used for the minimum length of time required for the child to regain self control.

In all cases of restraint the incident must be documented and reported. Staff must be fully aware of the school's Physical Intervention/ Positive handling Policy, which complies with national guidelines.

Out of School trips, residential or clubs

Staff should take particular care when supervising pupils in the often less formal atmosphere of a residential setting, trip or after-school activity. The standard of behaviour and care expected of staff in these circumstances should be no different to that within school. Risk assessments must be carried out in advance and facilities for pupils with intimate care needs

must be ensured and inspected so that the pupil can be supported with privacy and dignity as in school.

Protection for staff

Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk. This should include:

- Gaining verbal agreement for another member of staff that the action being taken is necessary
- Allowing the child, wherever possible, to express a preference to choose their carer and encourage them to say if they would prefer someone else
- Allow the child a choice in the sequence of care
- Be aware and responsive to the child's reactions

Safeguards for children

All staff are DBS (Disclosure Barring Service) checked on appointment and cannot undertake tasks in school until all checks are satisfactorily completed. Personal and professional references are also required. All those working with children are closely supervised throughout a probationary period and should only be allowed to work with children unsupervised once this period has been successfully completed.

It is not appropriate for volunteers/ student teachers to carry out intimate care procedures.