



# **Intimate Care Policy**

# DERRYCHRIN PRIMARY SCHOOL

## INTIMATE CARE POLICY

### DEFINITION

Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Parents have a responsibility to advise staff of the intimate care needs of their child, and staff have a responsibility to work in partnership with children and parents.

Intimate care can include:

Feeding  
Oral care  
Washing  
Dressing/undressing  
Toileting  
Supervision of a child involved in intimate self-care

### PRINCIPLES OF INTIMATE CARE

The following are the fundamental principles upon which the Policy and Guidelines are based:

- Every child has the right to be safe.
- Every child has the right to personal privacy.
- Every child has the right to be valued as an individual.
- Every child has the right to be treated with dignity and respect.
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities.
- Every child has the right to express their views on their own intimate care and to have such views taken into account.
- Every child has the right to have levels of intimate care that are as consistent as possible.

Only appropriately trained and vetted named staff should undertake the intimate care of children.

All staff must be trained in the specific types of intimate care that they carry out and fully understand the Intimate Care Policy and Guidelines within the context of their work.

Intimate care arrangements must be agreed by the Principal, parents / carers and child (if appropriate).

Intimate care arrangements must be recorded in the child's personal file and consent forms signed by the parents / carers and child (if appropriate).

Staff should not undertake any aspect of intimate care that has not been agreed between the principal, parents / carers and child (if appropriate).

Agencies need to make provisions for emergencies i.e. a staff member on sick leave. These arrangements must be agreed between the principal, parents / carers and child (if appropriate)

If a staff member has concerns about a colleague's intimate care practice they must report this to their designated teacher. All children have the right to be safe and to be treated with dignity and respect.

These guidelines are designed to safeguard children and staff. They apply to every member of staff involved with the intimate care of children.

Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.

Staff also need to be aware that some adults may use intimate care, as an opportunity to abuse children. It is important to bear in mind that some care tasks can be open to misinterpretation. Adhering to these guidelines of good practice should safeguard children and staff.

## GENERAL PROCEDURES TO BE FOLLOWED BY STAFF UNDERTAKING THE INTIMATE CARE OF A CHILD

(Specific procedures will be agreed where a child has a disability or medical condition resulting in the child having ongoing intimate care needs.)

**Adults should not assist with any personal care task which a child or young person can undertake by themselves**

(These procedures should reflect the general intimate care practice's in your school. Or reflect the care plan agreed for an individual child.)

When an accident occurs resulting in a child wetting or soiling, adults will provide facilities for the child to change themselves. Parents will be notified. In the case of a child requiring direct assistance to change and a parent not being readily available, the child will be assisted by a member of staff in the presence of a colleague. Staff should be careful to ensure the dignity of the child is maintained at all times in keeping with the school Intimate Care Policy.

- The parent or identified adult will be contacted immediately on IC needs becoming apparent.
- The decision to proceed with IC tasks will be agreed or the parent / identified adult will attend to the child's IC needs.
- (timescales for parent / identified adult attending to IC needs)
- Involve the child in their intimate care.
- Encourage a child's independence as far as possible in their intimate care
- Treat every child with dignity and respect and ensure privacy appropriate to the child's age and situation
- Make sure practice in Intimate care is consistent

- Only carry out activities you understand and feel competent to carry out
- Promote Positive self-esteem and body image
- A written record of concerns must be made and be kept in the child's file
- A member of staff should never undertake intimate care alone

When intimate care is being carried out, all children have the right to dignity and privacy i.e. they should be appropriately covered, the door closed or screens / curtains put in place.

If the child appears distressed or uncomfortable when personal care tasks are being carried out, the care should stop immediately.

Try to ascertain why the child is distressed and provide reassurance. Report concerns to your Designated Teacher and make a written record.

Parents / carers must be informed about concerns.

Signed by Principal:

Signed by Chair of Governors:

Review date: