



Burrowmoor Primary School

Intimate Care Policy

Introduction

Burrowmoor Primary School is a caring, inclusive community where each individual is valued, recognised and supported. We expect and promote high standards of personal conduct and ensure everyone has equal opportunities to be heard and to share in the positive atmosphere of the school. We aim to ensure an environment where everyone feels safe and secure, and that the health and well-being of individuals informs our policy and practice.

Rationale

This document is a framework for a safe, happy and productive environment that enables all children at Burrowmoor Primary School to receive appropriate care and support with their personal, physical and social well being. Our values and principles are for children to:

- Feel safe and supported
- Know they will be cared for
- Thrive and progress socially and academically
- Have the same opportunities available to all

Policy for Intimate Care

1.0 Introduction

Definition of intimate care

Intimate care may be defined as any care which involves carrying out a procedure to intimate personal areas which most children are able carry out themselves but where some are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with washing, toileting or dressing.

1.1 Staff who work with young children who have special needs realise that the issue of intimate care is a difficult one and requires staff to be respectful of children's needs. Children's dignity will always be preserved and a high level of privacy, choice and control will be provided for them. Staff who provide intimate care for children also have a high awareness of child protection issues. Staff behaviour will be open to scrutiny.

1.2 This document is based on best practice.

1.3 Burrowmoor Primary 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. The school recognises that there is a need to treat all children with

respect when intimate care is given. No child will be attended to in a way that causes distress or pain.

2.0 Our approach to best practice

2.1 All children who require intimate care are treated with care at all times; the child's welfare and dignity is of paramount importance.

2.2 Every attempt will be made to provide appropriate and where necessary, specialist training to meet the needs of specific conditions and needs. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist as required.

2.3 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.

2.4 It is expected that children of normal, chronological development will be able to independently use the toilet by the time they attend school. The school can seek advice, and guidance for parents can be sought on their behalf from relevant agencies if required.

2.5 As a basic principle children 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 her / himself as they 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.

2.6 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 given intimate care. In some circumstance, one child will be cared for by one adult and in others, there will be two adults present. This will be discussed and planned at the point of writing the **intimate care plan**.

2.7 Wherever possible the same child will not be cared for by the same adult on a regular basis; there will be a rota of carers known to the child who will take turns in providing care. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, while at the same time guarding against the care being carried out by a succession of completely different carers.

2.8 Intimate care arrangements will be reviewed 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 adhered to wherever possible. Parents, the SENCo, the school Family Worker and other key personnel will work together to produce a personalised intimate care plan. Each situation will be assessed individually, and in some cases, it may be necessary for the school to ask parents or carers to come in to school to assist with personal care for their children.

3.0 The protection of children

3.1 Education Child Protection Procedures and Inter-Agency Child Protection procedures will be accessible to staff and strictly followed.

3.2 All children will be taught personal safety skills carefully matched to their level of development and understanding.

3.3 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 appropriate manager/ designated person for child protection.

3.4 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. Further advice will be taken from outside agencies if necessary.

3.5 If a child makes an allegation against a member of staff, all necessary procedures will be followed and the Local Authority Designated Officer will be informed.

3.6 This policy is in accordance the Government document ***Keeping Children Safe in Education***, DfE, 2015 and with **Section 175** of the **Education Act 2002** and should be read alongside the school's **Safeguarding Policy**.

Addendum: Summer Term 2020 update Covid-19

In accordance with the Government guidance ***Coronavirus (Covid-19): implementing protective measures in education and childcare settings***, 12 May 2020, Burrowmoor Primary School shall adopt the following practice:

For any child who needs intimate care that involves toileting support, staff will undertake the care away from other children following the principles of the policy, and in addition, wear suitable PPE to ensure personal health and safety and to minimise the risk of infection. If the care involves items such as nappies or wipes, everything including the PPE shall be bagged and disposed of safely. All incidents of intimate care shall be recorded ensuring date, time, names are logged.



Burrowmoor Primary School

Medical Needs Intimate Care Plan

Name:

Date of birth:

Medical diagnosis / condition / care-need:

Parental Responsibility consent

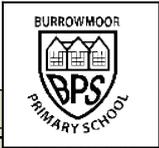
The above information is, to the best of my knowledge, accurate at the time of writing and I give consent to school staff administering medicine in accordance with the school policy. I will inform the school immediately, in writing, if there is any change in dosage or frequency of the medication or if the medicine is stopped. I understand that I must deliver the medicine personally to a member of school staff.

Signature(s) _____

Date _____

Appendix 2

Burrowmoor Primary School Intimate Care Plan



	DoB:	
Date of meeting:		

Name	Role / Contact		

Details of need:
Facilities / equipment
Staffing

Toileting Plan		
Home Routines	Details	Actions
School Routines		
Developing independence		
Level of Assistance		
Hygiene		
Resources		

Intimate Care Recording Log

