

# CRIBDEN HOUSE SCHOOL

## Intimate Care Policy

### **Definitions and examples**

Intimate care is defined as any care which may involve the following:

- Washing
- Physical contact
- Changing a child who has soiled themselves
- Providing oral care
- Feeding
- Assisting in toilet issues
- Providing comfort to an upset or distressed pupil

Intimate care tasks are associated with bodily functions, body products and personal hygiene that require direct or indirect contact.

Examples of intimate care include support with dressing and undressing (underwear), changing incontinence pads and nappies, menstrual hygiene, helping someone use the toilet, or washing intimate parts of the body.

Pupils may be unable to meet their own care needs for a variety of reasons and may require regular support.

### **Health and safety**

Staff will wear fresh aprons and disposable gloves whilst assisting a pupil in the toilet or whilst changing a nappy/incontinence pad.

When pupils require intimate care/toileting, nappies/incontinence pads will be disposed of in the appropriate bin provided.

The changing area or toilet will be left clean.

Hot water and soap are available to wash hands.

Paper towels are available to dry hands.

Menstrual cycle pads to be disposed of hygienically.

### **Staff and facilities**

Staff members who provide intimate care are fully aware of best practice.

This may include any of the following:

- Changing bed at a reasonable height
- Changing mat
- Non-slip step

- Cupboard
- Adapted toilet seat
- Disposable gloves/aprons
- Nappies/pads
- Tissue rolls (for changing mat/cleansing)
- Supply of hot water
- Soap
- Antiseptic cleanser for staff
- Antiseptic cleanser for the changing bed/mat
- Clinical waste bag

Staff will be supported to adapt their practice in relation to the needs of individual pupils, taking into account developmental changes such as the onset of puberty or menstruation.

### **The school will:**

Respect the privacy and dignity of any pupil who requires intimate care.

Any pupil with wet or soiled clothing will be assisted in cleaning themselves, where necessary.

If a care plan is NOT in place parents/carers will be informed if their child has needed help with meeting intimate care needs (e.g. has had an 'accident' and wet or soiled himself/herself). It is recommended that this information should be treated as confidential and not communicated through the home/school diary/DoJo.

All pupils will be encouraged to do as much for his/herself as possible.

Members of staff will react to accidents in a calm and sympathetic manner.

Staff will always respect the family's religious views, beliefs and cultural values when handling cases of intimate care.

Where possible, only same-sex intimate care will be carried out.

Parents/carers will be contacted if the pupil refuses to be changed, or becomes distressed during the process.

Excellent standards of hygiene will be maintained at all times when carrying out intimate care.

Anti-bacterial gel is available for use by staff and/or pupils, if required.

No member of staff will carry a mobile phone, camera or similar device when providing intimate care.

### **Parental responsibilities**

Parents will change their child, or assist them in going to the toilet, at the latest possible time before coming to school.

Parents will provide spare nappies/incontinence pads, menstrual pads, wet wipes and changes of clothing, if requested, in case of accidents.

## **Safeguarding**

All staff will be aware of the school's child protection policy and procedures.

Individual intimate care plans will be drawn up for pupils as appropriate to suit the circumstances of the Pupil.

Each pupil's right to privacy will be respected. Careful consideration will be given to each pupil's situation to determine how many carers will need to be present when the pupil is toileted.

If any member of staff has concerns about physical changes to a pupil's presentation, such as marks or bruises, they will immediately report the concerns to the Designated Safeguarding Lead.

## **Swimming**

Pupils in Primary regularly participate in swimming lessons. During these lessons, pupils are entitled to privacy when changing; however, some pupils will need to be supervised during changing.

Parental consent will be obtained before assisting any pupils in changing clothing before and after swimming lessons. Appendix 2

Special consideration will be taken to ensure that cases of bullying or teasing do not occur.

Details of any arrangements will be recorded.

## **Offsite visits**

Before offsite visits, including residential trips, the pupil's care plan will be checked and/or reviewed to ensure procedures are in place to provide intimate care whilst off the school premises.

Staff will apply all the procedures described in this policy, during residential and off-site visits.

**Written by Miss J Ashworth (Deputy Headteacher)**  
**Reviewed by Miss J Ashworth (Deputy Headteacher)**

**April 2017**  
**September 2023**

**Cribden House School**  
**Intimate Health Care Plan**

Pupil Name Date of Birth	
Area of Need	
Staff providing Care	
Requirements	
Location of Suitable Toilet Facilities	
Support Required	
Health Care Plan	
First Contact and relationship to child.	
I have read all the information in this plan and confirm it is correct. (Please sign and date)	Signature:  Date:
Senior Leader	
Date of Review	

**Cribden House School**

**Permission for Providing Personal Care.**

Pupil Name: \_\_\_\_\_

I give permission to the school to provide appropriate support to my child e.g. changing clothing.

I will advise the Headteacher of any medical complaint my child may have which affects issues of care.

Signed \_\_\_\_\_

Full Name \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Date \_\_\_\_\_