

Glenfield Infant School

Intimate Care Policy

At Glenfield School, we aim to ensure that learning is meaningful, stimulating and challenging, reflecting the ever changing world around us. We want to empower children to be independent, resilient, creative, cooperative/collaborative, responsible and feel valued as members of the community with a passion for learning. We believe in educating the whole child, nurturing every child's talents to realise their potential and achieve their dreams.

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| Date Policy Written/Reviewed: | Reviewed November 2024 November 2025 |
| Reviewed by: | C Clifford, O Spinney |
| Review Frequency: | Annually |
| Next Review: | November 2026 |
| Summary of Changes: | PECS photos to support children. Addition of processes for checking a child after self-cleaning |

Approved by: _____ (Headteacher) Date: _____

Glenfield Infant School – Intimate Care Policy

Glenfield Infant 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. Glenfield Infant school recognises that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Our approach to best practice

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in lifting and moving) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist as required.

Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes.

The child 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 him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves.

Although as a school, we do recognise that younger children may need some support to do this and the following process will be followed:

- As staff we will check in with a child to see if they need help by using the phrase- “do you need help?”
- A change of clean clothes, where needed, and wet wipes will be offered to the child to support self-cleaning.
- If a child requires further assistance another adult should be asked to be close by for support.
- If help is not requested by the child but there are concerns around a child’s ability to clean themselves following a toileting incident, a check should take place once a child has put on their pants to ensure the child is clean on their legs, back etc. One adult can carry out the check with another adult close by.
- All adults and children to thoroughly wash their hands once the change has been completed.

Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child. PECS photos are displayed in the toilets at all times to support children’s independence.

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 toileted. Where possible one child will be catered for by one adult with another adult close by to support if required.

Wherever possible staff should only care intimately for an individual of the same sex. However, in

certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence for example, female staff supporting boys in school as no male staff are available.

Intimate care arrangements will be discussed 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 taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The Protection of Children

Education Child Protection Procedures and Inter-Agency Child Protection procedures will be adhered to.

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

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 safeguarding lead (Clare Clifford) or the deputy safeguarding lead (Justine Spake/ Marie Bishop).

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. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed.

Health and Safety

Health and Safety advice for schools can be found on the Intranet. Access details are displayed on the Health and Safety noticeboard. If you do not have access speak to the School Business Manager- Lois Gennings)

Further Guidance

- 'Working Together to Safeguard Children', Inter-Agency Child Protection Procedures.
- Circular 10/95, Protecting Children from Abuse; The Role of the Education Service.
www.dfes.gov.uk/publications/guidanceonthelaw/10_95summary
- What To Do IF You're Worried A Child Is Being Abused. Summary (2003)
www.doh.gov.uk/safeguardingchildren/index.htm