

LONDON BOROUGH OF HAVERING



**ST. URSULA'S
CATHOLIC PRIMARY SCHOOL**

INTIMATE CARE POLICY

*"With God at the heart of our St Ursula's family, we welcome all as we
learn and grow together"*

Spring 2024

Introduction

Intimate care is any assistance that involves touching a child whilst carrying out a procedure that most children are able to do for themselves, but some are unable to manage without help. This may involve help with eating, drinking, dressing and matters of personal hygiene such as washing and toileting.

In school this may occur on a regular basis or as a one-off incident. In most cases such care will involve cleaning for hygiene purposes, as part of a staff member's duty of care.

In some instances more specialised intimate assistance may be needed for children with physical or medical difficulties.

The issue of intimate care is a sensitive one and requires staff to be respectful of the child's needs. St Ursula's Catholic Primary School is committed to ensuring that all staff responsible for the intimate care of children undertake their duties in a professional manner at all times.

Staff behaviour must be open to scrutiny and staff must work in partnership with parents/carers to provide continuity of care to children/young people wherever possible.

Aims and Objectives

The school is committed to ensuring that all staff undertake their responsibilities in such a way that the rights, dignity and welfare of the children are protected.

All school staff receive child protection training, undertake to help children do as much as possible for themselves and develop each child's ability to achieve independence. Staff receive appropriate specialised training and are provided with facilities and equipment to ensure safety, privacy and dignity.

An intimate care plan is drawn up for each child requiring such assistance and is carefully planned and agreed in consultation with parents and child.

Provision is monitored and regularly reviewed to ensure that policy and procedure is adhered to and that children and staff remain comfortable with the school's arrangements.

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.

Any child with intimate care needs 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 s/he can. This may mean, for example, giving the child responsibility for washing themselves.

Each child's right to privacy will be respected, although, for safeguarding reasons, there will be two adults involved in administering intimate care.

Intimate care arrangements will be discussed with parents on a regular basis. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing.

Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.

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 staff member has any concerns about a child's physical changes (bruises, marks etc.) they will immediately report concerns as per school procedures.

Assisting a child to change

This is more common, but not exclusive, to the Foundation Stage. On occasion an individual child may require some assistance with changing if, for example, they have had an accident when going to the toilet, they get wet outside, have vomit on their clothes or have soiled themselves. Staff will encourage children to attempt undressing and dressing unaided. However, if assistance is required this will be given. Staff will ensure that they have a colleague in attendance when supporting dressing / undressing. The school will keep a supply of wipes, clean underwear and spare uniform in the Medical Room for this purpose.

Children Wearing Nappies

Any child wearing nappies will have an Intimate Care Plan which must be signed by the parent/carer. This plan will outline where and when the child will be changed. The parent is required to provide nappies, disposal bags, wipes and changing mat. Parents should be made aware of this responsibility. Schools are responsible for providing gloves, a bin and liners to dispose of any waste. This agreement allows school and parents to be aware of all issues surrounding the task from the outset.

Health & Safety Guidance

Staff should always wear gloves when dealing with a child who is soiled or when changing a nappy. Any soiled waste should be placed in a polythene waste disposal bag and sealed. The bag should then be placed in a bin, (with a liner) specifically designed for such waste. This bin should be collected on a weekly basis as part of the usual refuse. It is not classed as clinical waste. Parents should supply nappies, wipes and disposable nappy sacks for their child.

Special Needs

Children with special needs have the same rights to privacy and safety when receiving intimate care. Additional vulnerabilities (any physical disability or learning difficulty) must be considered when drawing up care plans for individual children. Regardless of age and ability, the views and emotional responses of children with special needs should be actively sought when drawing up or reviewing a care plan.

Showers

In extreme cases of vomiting or soiling, it may be necessary for a child to shower in order to make them comfortable. The child will be supported to achieve the highest level of autonomy

that is possible given their age and abilities. Staff will encourage the child to do as much for him/herself as s/he can. This may mean giving the child responsibility for washing themselves. The child's right to privacy will be respected, although, for safeguarding reasons, there will be two adults present.


Signed: _____
Head teacher/


Signed: _____
Governing Body

11th December 2024



Appendix 1 - Permission for Intimate Care

Child:	
DoB:	
Address:	
Parent/guardian:	
I/we give permission for the assistance detailed overleaf to be provided to my/our child and will advise the school of any change that may affect this provision.	
Signed:	
I, the child, give permission for the assistance detailed overleaf to be provided to me.	
Signed:	



Appendix 2 - Intimate Care Plan

Pupil:	DoB:
Diagnosis:	
Assistance required:	
Timetable:	
Persons assisting:	
Alternative arrangements:	
Location/equipment:	

Designation	Signed	Date
Parent		
Pupil		
Teacher		
Head teacher/SENCO		



Appendix 3 - Intimate Care Record

Name of Child:			
Date:	Time:	Signature 1:	Signature 2: