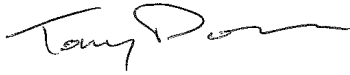




*Brilliance, through Bosland Best*

### Intimate Care Policy

<b>Author/Person Responsible</b>	Inclusion Leader/SENDSCO
<b>Date of Ratification</b>	23/06/16
<b>Review Group</b>	SENDSCO, Safeguarding Governor, SEN Governor
<b>Ratification Group</b>	FGB
<b>Review Frequency</b>	3 years
<b>Review Date</b>	March 2020
<b>Previous Review Amendments/Notes</b>	
<b>Related Policies</b>	SENDSCO, Medical Needs Policy, Toileting Guidelines
<b>Chair of Governors Signature</b>	



## Brilliance, through Bowsland Best

### Intimate Care Policy

#### 1. Rationale:

- 1.1 Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas.
- 1.2 The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs.
- 1.3 The child's dignity should always be preserved with a high level of privacy, choice and control.

#### 2. Procedure:

- 2.1 There shall be a high awareness of child protection issues. If a member of staff has any concerns regarding child protection he/she will immediately report these concerns to the designated senior person for child protection or the head teacher.
- 2.2 Bowsland Green 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. Bowsland Green Primary School recognises that there is a need to treat all children with respect when intimate care is given and no child should be attended to in a way that causes distress or pain.
- 2.3 Staff will only carry out intimate care plan with the prior permission from the parent/s (See Appendix 1).
- 2.4 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 themselves as they can.
- 2.5 Individual Care Plans will be drawn up for any child requiring regular care. Parents will provide nappies and changes of clothing if frequent changing is necessary.
- 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 toileted. If a child needs to be washed two carers must be present. In line with legislation:

*Section 23 in the DSCF Guidance 'Guidance for Safer Working Practice for Adults working with Children and Young People in Education settings' (March 2009) states that staff should:*

*always inform other colleagues and/or parents/carers about the contact(s) beforehand, assessing the need to have them present or close by and Section 20: make other staff aware of the task being undertaken*

*It is essential that the adult who is going to change the child informs the teacher and/or another member of staff that they are going to do this. There is no written legal requirement that two adults must be present. However, in order to completely secure against any risk of allegation, a second member of staff may be present where resources allow.*

- 2.7 Staff should always wear an apron and gloves when dealing with a soiled nappy or a child who is soiled. Waste should be placed in the designated bins.
- 2.8 In the event of occasional accidents where a care plan is not in place, parents/carers will be informed the same day. Parents of children requiring a shower will be contacted immediately.
- 2.9 Staff will complete the Record of Intimate Care Intervention (See Appendix 2) after each care is given.



# Brilliance, through Bosland Best

Appendix 1

## Intimate Care Plan

<b>Child's Name:</b>		<b>Class/Year Group:</b>	
<b>Plan agreed: (date)</b>		<b>Reviewed:</b>	
<b>Staff involved:</b>			
<b>Area of need:</b>			
<b>Equipment required/provided by .....</b>			
<b>Location for intimate care procedure</b>			
<b>Frequency/minimum number of changes</b>			
<b>Planned progress towards independence</b>			
<b>Agreed language to be used:</b>			
<b>Agreed compliance with religious/cultural beliefs:</b>			
<b>School will:</b>			
<b>Parents will:</b>			
<b>Child will try to:</b>			

Signed: \_\_\_\_\_ Parents/Carers

Signed: \_\_\_\_\_ Member of staff

Signed: \_\_\_\_\_ Child (if appropriate)





*Brilliance, through Bosland Best*