



# **Fierté Multi Academy Trust**

## **Intimate Care Policy**

### **2016-2017**

**Adoption Date: November 2016**

**Review: November 2017**

#### **Introduction:**

The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control. There must be a high awareness of child protection issues. 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

#### **Definition:**

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. In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure, (e.g. the administration of rectal diazepam.)

**This policy mainly applies to those children designated as having special needs. Young children's 'accidents' should be dealt with in a sensitive way through a change of clothes and the parents being informed. Children may be taken home if distressed.**

#### **Guidelines:**

- 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.
- 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
- Staff who provide intimate care should be fully 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 where appropriate and where assessed as necessary by the physiotherapist/occupational therapist

□ Staff will be supported in their need to adapt practice in relation to the needs of individual children - taking into account developmental changes such as the onset of puberty and menstruation

□ Where possible staff involved in the intimate care of young children will not be involved in the delivery of sex education

□ 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 himself/herself as he/she can. **Individual care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.**

□ 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 unless there is a sound reason for having more adults present. If this is the case then the reasons should be clearly documented.

□ Wherever possible the same child will not be cared for by the same adult on a regular basis: ideally 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, whilst at the same time guarding against the care being carried out by a succession of completely different carers.

□ 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 a primary school, where no male staff are available.

□ Intimate care arrangements will be discussed with the parents/carers on a regular basis and recorded in each 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:**

Child Protection Procedures will be adhered to at all times.

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 Head (designated person for child protection).

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 issues 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.