

## **Introduction**

Colwall C of E Primary School is committed to ensuring that all staff responsible for the intimate care of children or young people will undertake their duties in a professional manner at all times. We recognise 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, embarrassment or pain.

## **What is Intimate Care?**

Intimate care is any personal care that most people usually carry out for themselves.

## **Our Approach to Best Practice**

The management of all children with intimate care needs will be carefully planned and should be a positive experience for all involved. 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 this care are trained to do so (including Safeguarding and Child Protection and Moving and Handling Training) and are fully aware of best practice, including having read the Dept. for Children Schools and Families (DCSF) now the Department of Education Guidance for Safer Working practice for Adults who work with children and young people in Education Settings. Suitable equipment and facilities can be identified to assist with children who need special arrangements by an assessment from an Occupational Therapist. (OT)

It is the school's responsibility to support staff that are carrying out intimate care procedures. Advice can be given by contacting the occupational therapy service, school nurse or the Education Child Protection Service as required. Whenever possible staff who are involved in the intimate care of children will not usually be involved with the delivery of sex and relationships education to the children in their care as an additional safeguard to both staff and children involved. If staff are involved care should be taken to ensure that resource materials cannot be misinterpreted and clearly relate to the learning outcomes identified by the lesson plan. This plan should highlight particular areas of risk and sensitivity.

Children will be supported to achieve the highest level of autonomy possible given their age and abilities. Staff will ensure each child does as much for him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up as appropriate and shared and agreed by the child and their parents/carers.

Each child's right to privacy will be respected. Careful consideration will be given to each situation to determine how many staff need to be present when the child is being cared for. Where possible one child will be catered for by one adult unless there is a sound reason for having more adults present. In this case, the reasons should be clearly documented and reassessed regularly.

Wherever reasonable and practical 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 when there is no male staff.

Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the 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.

## **Safeguarding Children**

Safeguarding procedures will be adhered to alongside the school's safeguarding and child protection policy and procedures.

All children will be taught personal safety skills as part of Personal Social and Health Education (PSHE) relative to their age, ability and understanding.

If a member of staff has any concerns about physical or behavioral changes in a child's presentation, e.g. marks, bruises, soreness or reluctance to go to certain places/people etc. s/he will immediately pass their concerns to the Designated Safeguarding Lead (DSL)

If a child is displaying inappropriate sexual behavior/language, advice should be sought from the appropriate source (e.g. School Nurse, MASH)

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.

If a child makes an allegation against a member of staff the procedures for Allegations Against Staff will be followed.

All staff involved in intimate care are required to have read this policy.

## **Other Policies**

To underpin the values and ethos of our school and our intent to ensure that pupils at our school are appropriately safeguarded this policy complements a range of other policies and procedures, for instance:

- Allegations of Abuse against Teachers and other Staff
- Positive Handling
- Special Educational Needs
- First aid and the administration of medicines
- Supporting Pupils with medical conditions
- Health and Safety
- Whistleblowing

## **Signed by:**

**Headteacher**

**Date:**

\_\_\_\_\_

**Chair of Wellbeing Committee**

**Date:**

\_\_\_\_\_

\_\_\_\_\_

**Next review date: April 2023**

### Intimate Care Plan

Child's Name		School	Colwall C of E Primary School
DOB:		Date:	

Description of Intimate Care Needs

Task: If practical, it may be possible to identify one part of the intimate care procedure which gives the child/young person an opportunity to have a little more independence. If so the plan can then assist in the development of this part of the whole task.

**Action Plan – Describe the steps needed to achieve this task**

1.

2.

3.

4.

**The following people will be assisting in the above activities:**

Named Person: .....

.....

Additional people who may be involved to cover when the named people are absent:

.....

.....

**I am in agreement with the above procedures being undertaken: (Please sign as appropriate)**

Person for whom the plan is .....

Parent/Carer .....

SENCO/Inclusion officer .....

Teaching Assistant(s) .....

Teaching Assistant (s) .....

Date .....

**Date for review** .....