

Halfway Nursery Infant School



Intimate Care Policy

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Signed (Headteacher)	
Signed (Chair of Governors)	
Minute Number	

INTIMATE CARE POLICY FOR HALFWAY NURSERY INFANT SCHOOL

Introduction

Intimate care is any care that involves washing, touching or carrying out an invasive procedure to intimate personal areas (such as cleaning up pupils after they have soiled themselves). In most cases such care will involve cleaning for hygienic 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.

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 shall 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.

Halfway Nursery 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. The 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 are of paramount importance.

Staff who provide intimate care are trained to do so (including in relation to Child Protection and Health and Safety), and are fully aware of best practice.

Children will be supported to achieve the highest level of autonomy possible given their age and abilities. Staff will encourage children to do as much for themselves as they can. This may involve, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up for particular children as appropriate to suit their circumstances.

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 cared for by one adult unless there is a sound reason for having more adults present. If this is the case, the reasons for doing so should be clearly documented.

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

The school will adhere to Education Child Protection and Inter-Agency Child Protection procedures.

If a member of staff has any concerns about physical changes in a child's presentation e.g. marks, bruises, soreness, that staff member will immediately report the concerns to the appropriate manager or the 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 investigated and the outcomes of the investigation 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. 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.

The Protection of Staff

Physical Contact

Staff involved in intimate care will always be full time, school employees and fully CRB checked.

All staff engaged in the care and education of children and young people will exercise caution in the use of physical contact.

The expectation is that staff will work in 'limited touch' mode and that, when physical contact is made with pupils, this will be in response to the pupil's needs at the time, will be of limited duration and will be appropriate given the child's age, stage of development and background.

Staff are aware that even well intentioned physical contact might be misconstrued directly by the child, an observer, or by anyone to whom the action is described. Staff must therefore always be prepared to justify actions and accept that all physical contact is open to scrutiny.

Extra caution may be required where a child has suffered previous abuse or neglect. In the child's view, physical contact might be associated with such experiences and lead to staff being vulnerable to allegations of abuse. Additionally, many such children are extremely needy and seek out inappropriate physical contact. In such circumstances, staff should deter the child without causing him/her a negative experience. Ensuring that a witness is present will help protect staff from such allegations.

Children wearing nappies

Information for parents on the policy, and practice in school, will be provided. Parents/carers will be asked to sign an agreement form. This outlines who will be

responsible within the school for changing the child, and when and where changing will be carried out. This agreement ensures the school and the parent are aware from the outset of all issues surrounding the changing of the child's nappies.

A notebook will be used to record which staff member changes a child, how often this task is carried out, and the time and date of each nappy changing occurrence.

Equipment Provision

Parents/carers should provide nappies, disposal bags, wipes, and changing mat and should be made aware of their responsibility for doing so. Schools are responsible for providing gloves, plastic aprons, a bin and liners to dispose of any waste.

Health and Safety

Staff should always wear an apron and gloves when dealing with a child who is bleeding or soiled, or when changing a soiled nappy. Any soiled waste should be placed in a polythene waste disposal bag (complete with a liner) which is specifically designated for the disposal of such waste. The bin should be emptied on a weekly basis. It can be collected as part of the usual collection service as this waste is not classed as clinical waste. Staff should be aware of the school's Health and Safety policy.

Special Needs

Children with special needs have the same rights as other pupils to safety and privacy when receiving intimate care. Additional vulnerabilities that may arise for a physical disability or learning disability must be considered with regard to individual teaching and care plans for each child. As with all arrangements for intimate care needs, agreements between the child, those with parental responsibility and the organisation should be easily understood and recorded.

Regardless of age and ability, the views and/or emotional responses of children with special needs should be actively sought (with advocacy arrangements made for those who can not) in regular reviews of these arrangements.

Monitoring and Review

The Headteacher, with the support of the Governing Body will ensure this policy is implemented consistently throughout the school