



Hoo St Werburgh Primary School and Marlborough Centre INTIMATE CARE POLICY

March 2017

Signed.....
Head of School – T Deevoy

Signed.....
Chair of Governors – I Chappell

Dated

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Hoo St Werburgh Primary and Marlborough Centre

Intimate Care Policy

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Introduction

Intimate care is any care which involves washing, touching or carrying out an invasive procedure to intimate personal areas (such as cleaning up a pupils after they have soiled themselves). 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 (e.g. the administration of rectal diazepam) 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 wherever possible.

Hoo St Werburgh Primary and Marlborough Centre are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. We recognise 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.

Best practice

The management of all children with intimate care needs will be carefully planned. The child's welfare and dignity is of paramount importance.

Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation. Wherever possible staff who are involved in the intimate care of children/young people will not usually be involved with the delivery of sex education to the children /young people in their care as an additional safeguard to both staff and children/young people involved.

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 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 for particular children as appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected. Two staff will be present - the second as an observer, to ensure that all procedures are adhered to, rather than as a participant, unless absolutely necessary.

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.

Children wearing nappies/pads

Some children may enter school wearing nappies or pads. The school will provide information of policies and practices within the school. Parents are expected to provide nappies (pads), disposal bags and wipes and the school will provide gloves, plastic aprons, a bin and liners to dispose of any waste.

Recording intimate care needs

In the main school parental agreements and arrangements are recorded on the child's care plan.

In the centre parents will advise the school on enrolment of their intimate care needs and these will be recorded on the child's care form.

An intimate care record sheet is kept for children requiring assistance. The adult providing the intimate care support will complete the record on each occasion the child is supported. (see appendix 1)