

Duddon Saint Peter's School



Intimate Care Policy

Staff who work with children who have special needs will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact. Examples include care associated with continence and menstrual management as well as more ordinary task such as help with bathing or washing.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff will work in partnership with parents/carers to provide continuity of care to children wherever possible.

Staff deliver a full personal safety curriculum, as part of PSCHE to all children as appropriate to their developmental level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.

Duddon St. Peter's 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:

- All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.
- Staff who provide intimate care will be trained to do so (including Child Protection and Health and Safety training) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements.
- Staff will be supported to adapt their practice in relation to the needs of individual children. Wherever possible, staff who are involved in the

intimate care of children will not usually be involved in the delivery of sex education to these children as an additional safeguard to both staff and children involved.

- There will be careful communication with each child who needs help with intimate care in line with their preferred means of communication to discuss their needs and preferences. The child will be aware of each procedure that is carried out and the reasons for it.
- As a basic principle, children 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. 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. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child needs help with intimate care. Where possible, one child will be cared for by one adult unless there is a good reason for having two adults present. If this is the case, the reasons should be fully documented.
- Over familiar relationships will be discouraged; where possible more than one carer should be used.
- Parents/carers will be involved with their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangements will be recorded on the child's care plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints.
- Each child will have an assigned member of staff to act as an advocate to whom they will be able to communicate any issues or concerns about the quality of care that they receive.

The Protection of Children

- Education Child Protection Procedures and Inter-Agency Protection procedures will be accessible to staff and adhered to.
- Where appropriate, 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 eg. bruising, marks etc. they will immediately report concerns to the appropriate designated person for child protection. A clear record of the concern will be completed and referred to social care and/or the Police if necessary. Parents will be asked for their consent or informed that a referral is necessary prior to it being made, unless doing so is likely to place the child at greater risk of harm.
- 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 issue is 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.

Signed:

Governor responsible

Signed:

Head teacher

Date: *July 2016*

Date of review *Summer 2017*