



# Intimate Care Policy

**Approved on: 10 10 18**

**Last reviewed on: 10 10 18**

**Next review due by: 10 10 21**

## INTIMATE CARE POLICY:

### INTRODUCTION

Staff who work with young children or 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 is defined as ***care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene, which demand direct or indirect contact with or exposure of the genitals.*** Eg- care associated with continence and menstrual management as well as helping with washing or bathing .All Staff who provide intimate care to children have a high awareness of Safeguarding issues and are aware of the need to 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, will be attended to, in a way that causes distress or pain.

### AIMS

- All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.
- Staff are supported to adapt their practice in relation to the needs of individual children and by using the child's preferred means of communication eg verbal, visual or symbolic so that the child is aware of each procedure that is carried out and the reasons for it.
- Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves. Similarly, children who experience 'one-off accidents' will be provided with clean clothing and predominantly be encouraged to self-care wherever possible
- Staff will work in close partnership with parent/carers and other professionals to share sensitive information only with those who need to know and to provide continuity of care.
- All staff will follow Health & Safety guidelines when disposing of waste products eg soiled nappies.
- All children who have personal care needs, will be attended to in a designated and private area within school.
- Parents will only be contacted in extreme cases where soiling is severe and/or linked to illness eg. sickness and diarrhoea, or when a child refuses to let a member of staff help change their clothing.
- Parents will work alongside School Staff and other external agencies to establish toilet training routine .Where children require a long-term changing schedule, they will provide the school with appropriate clothing, nappies, wipes etc to ensure staff can carry out sufficient care.

## **BEST PRACTICE**

- Children will be given ample time to prepare before having their nappy changed or taken to the toilet using Visual aids, verbal prompts, Now & Next board etc.
- Staff are prepared and appropriately dressed (gloves, child's nappies and wipe
- New gloves will be worn when changing each child to avoid cross contamination.
- Wherever possible, staff will ensure 'changing time' is used for positive shared interaction, involving talking and singing.
- 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.
- Children will be encouraged to wash hands after each nappy change/ toilet training session to promote good hygiene practice
- No child is left unattended in the changing table area **under any** circumstances

## **SAFEGUARDING**

- 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 Designated /Deputy Designated Safeguarding Lead. A clear record of the concern will be completed and referred to social services if necessary. See *Safeguarding Policy for further details*.
- If a child becomes distressed, unhappy or makes an allegation about being cared for, by a particular member of staff, the matter will be looked into and all necessary procedures followed.

## **MEDICAL PROCEDURES**

Some children who are disabled might require assistance with invasive or non-invasive medical procedures such as the administration of rectal medication, managing catheters or colostomy bags. These procedures will be discussed with parents/carers, documented in the health care plan or ECHP and will only be carried out by staff who have been trained to do so, with guidance from the School Nurse.

Policy date: November 2018  
Review date: November 2021