

Intimate Care Policy

St Cuthbert's Mission Statement

God made us all unique

To learn, live and grow

To show care, concern and friendship

To be the best we can

Showing Christ's love in all we do.

Rationale

We believe that all staff should treat every child with respect and dignity regardless of age, gender, disability, religion or ethnicity.

St Cuthbert's believe that …

- All children who need to receive intimate care are treated with respect and dignity at all times.
- Intimate care is defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some children are unable to do so because of their young age, physical difficulties or other special needs. (Example – continence, washing, toileting or dressing).

Guidelines

- St Cuthbert's takes seriously its responsibility to safeguard and promote the welfare of the children, young people and adults in its care. Meeting a pupil's intimate care needs is one aspect of safeguarding.
- The Governing Body recognises its duties and responsibilities in relation to the Disability Discrimination Act which requires that any child with an impairment that affects his/her ability to carry out day-to-day personal care must not be discriminated against.
- This policy is to be read in conjunction with the following:
  *St Cuthbert's Child Protection Policy

  *Health and Safety Policies

  *Administering medicines

  *Special Educational Needs Policy

  *Staff Conduct/Guidance Policy

- St Cuthbert's is committed to ensuring that all staff are responsible for the intimate care of children and that they will undertake their duties in a professional manner at all times. It is acknowledged that they are in a position of great trust.
- St Cuthbert's recognises that there is a need to treat all children, whatever their age, gender, disability, religion or ethnicity with respect when intimate care is given. The child's welfare and dignity is of paramount importance. No child should be attended to in a way that causes distress or pain.
- All staff will work in close partnership with parent/carers to share information and provide continuity of care.
- If children in Early Years, aren't toilet training then staff encourage the parents to send the child into school in a pull up rather than a nappy so they can get used to pulling their clothes up and down and so they can encouraged to sit on the toilet.
- Parents will sign an agreement to confirm that they are happy with Early Years Staff changing their child's nappy/pull up.
- Early Years staff will support parents with ways they can encourage the child to be successfully toilet trained. If the child needs extra support to become toilet trained then school staff and parents might meet with the child's health visitor to ask for extra guidance.
- All staff are aware of good practice regarding infection control and wear disposable gloves and disposable aprons where appropriate. Resources available are gloves, nappy sacks, baby wipes and tissues. Soiled clothing will be placed in a large nappy sack/bag and given to the parent/carer. Used baby wipes and gloves will be placed in a nappy sack and disposed with

in an appropriate bin. There is a storage bin for such soiled bags until they can be disposed of at the end of the day when the caretaker or cleaner can dispose of them. (This is due to the adult:child ratio and sometimes it is not feasible to leave the setting).

- Early Years staff are aware that if a child is of an appropriate age and level of understanding then they discuss and reassure the child before an intimate procedure takes place.
- Early Years staff will encourage each child to do as much for him/herself as possible – children from KS1 upwards with incontinent problems will be supervised and verbally supported to change. Early Years staff will clean the flooring/furniture where soiling has occurred and inform the caretaker/cleaning staff at the end of the day for further cleaning. Staff can contact the caretaker if they feel additional assistance is vital in making the environment safe to access.
- Careful consideration will be given to each circumstance and determine how many members of staff might need to be present to support the intimate care needs. Adults who support this will be employees of the school and DBS registered.
- St Cuthbert's promotes a safe working practice to protect children and staff from allegations of abuse.
- Religious and cultural values of families or family preferences should be taken into account as they might affect certain practices and therefore determine the gender of the staff member. In EYFS/KS1 there is a designated member of staff who leads on changing pupils.
- All Early Years staff promote confidentiality – sensitive information will be shared only with those who need to know.
- St Cuthbert's recognise that children with special needs and disabilities are particularly vulnerable to all types of abuse and therefore support the safeguarding / child protection policies in place.
- All staff will undertake and complete annual safeguarding training.
- Children who might require regular assistance with invasive or non-invasive medical procedures such as administration of rectal medication, managing catheters or colostomy bags. These procedures will be discussed with parents/carers, documented in a **health care plan** and will only be carried out after a suitable agreement is made between school and home.
- Other vulnerable groups of children and young people that may require support with personal care on either a short, long or permanent basis due to SEN and disability could include children and young people with a limb in plaster, who need wheel chair support or need pervasive medical assistance. These factors will be discussed between staff and parents/carers and a **health care plan devised and agreed by all concerned.**
- St Cuthbert's promotes good practice at all times and will keep a written record every time a child requires assistance with intimate care. This information will be shared with parents/carers on that specific day to ensure continuity of care. This information is also shared with SMT to ensure that all possible support is being provided to enable each child learn and grow.

This policy is reviewed throughout the year by the SMT.