Ysgol Gynradd Maes-y-Deri
Oaklands Primary School

Together Everyone Achieves More

Intimate Care Policy

INTIMATE CARE POLICY FOR OAKLANDS PRIMARY SCHOOL

Introduction

Oaklands Primary School is committed to ensuring that all staff responsible for the intimate care of children and young people will undertake their duties in a professional manner at all times.

We recognise 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, embarrassment, discomfort or pain. The Child or young person's welfare and dignity is of paramount importance and every child, young person's privacy will be respected.

Rationale

The purpose of these guidelines is to set out procedures that:

- safeguard **children,** young people and staff by providing a consistent approach within a framework, and
- recognise the roles and responsibilities of all those involved in providing intimate care for children and young people.

We believe that all children should be able to participate in all aspects of community life consequently intimate care procedures will be carried out in a variety of settings. It is therefore important that appropriate facilities and equipment are available wherever possible.

We recognise that intimate care raises complex issues; whilst it may not be possible to eliminate all risks the balance should be on the side of dignity, privacy, parental and where appropriate pupil choice and safety. All employees regardless of their position are obliged to take reasonable care to ensure their own and others health and safety and to work within policy and procedural guidelines.

Definition of Intimate Care

Intimate care involves helping pupils with aspects of personal care, which they are not able to undertake for themselves, either because of their age and maturity or because of developmental delay or disability.

- Washing
- Dressing and undressing
- Toileting
- Cleaning up after a child has soiled him/herself
- Applying Sun Cream

As well as the above, children with disabilities may require help with moving and handling, eating and drinking and all aspects of personal care.

This level of care will be determined by a Health Care Plan that should be provided by a Health Service Practitioner. Specialist training should be provided by a health care professional.

- Physiotherapy Exercise Programme/Manual handling
- Applying topical medicines (e.g. eczema creams)

AIMS

- To safeguard the rights and well being of children with regard to dignity, privacy, choice and safety.

- To ensure that children and young people are treated consistently when they experience intimate personal care in two or more settings.

- To assure parent/carers that all staff are knowledgeable about intimate care and that individual concerns are taken into account and when possible are acted upon.

- To enable parent/carers to be involved in any decision about the Intimate Care of their children.

- To provide appropriate guidance, training, supervision and reassurance to staff and to ensure good practice

- To ensure that parents/carers and children and young people (where appropriate) are actively involved in the development of agreed Intimate Care protocols.

- To ensure the school/centre shares details of an agreed individual Intimate Care protocol with other agencies that support the pupil.

- To provide staff with information and **appropriate** training in Intimate Care.

Approach to Best Practice

- The management of all children and young people with intimate care needs to be carefully planned.
- All staff that provides intimate care needs to be trained in Child Protection.
- Staff working with older children and young people with disabilities will require training in Moving & Handling under Health & Safety guidelines.

Principles of best practice:

The child, who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

- Allow the child to care for him/herself as far as possible, to encourage independence and to encourage him/her to carry out aspects of intimate care as part of his/her personal and social development. Targets may be set in developing these life skills.

- 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.

- Provide facilities appropriate to the child's age and individual needs.

- Consideration should be given to ethnicity, culture, beliefs and religion, and any special requirements relating to intimate care should be identified and documented.

- Show awareness of and be responsive to the child's reactions, their verbal and non-verbal communication and any agreed signals.

- Use the opportunities during intimate personal care to teach children about the value of their own bodies, to develop their personal safety skills and to enhance their self-esteem.

- 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 catered for by one adult unless there is a sound reason for having more adults present, (e.g.) when physical disability necessitates more than one member of staff to provide care, or when there is a need to safeguard staff. If this is the case, the reasons should be clearly documented. To discourage over familiar relationships, best practice would recommend a rota of staff that are able to undertake this task with the child. This will depend on staff ratios in our school.

- There is positive value in both male and female staff being involved in the care of children. However, consideration should be given to the appropriateness of the gender of the member of staff to undertake the intimate care tasks.

Letter of Permission

Permission must be sought from the parent/carer before any form of Intimate Care can be undertaken. All those staff working with the child should know that permission has been given before undertaking any Intimate Care. (Appendix: A)

The Protection of Children

The All Wales Child Protection Procedures 2008 and our School Child Protection Policy will be adhered to.

If a member of staff has any concerns about physical changes in a child, young person's presentation, e.g. marks, bruises, soreness etc; s/he will immediately report concerns to the appropriate designated person for child protection – Mrs C Wright and in his absence Deputy/Acting Deputy

If a child, becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be considered 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(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, The All Wales Child Protection Procedures 2008 will be followed alongside our School's Child Protection Policy.

This policy was written in consultation with staff and Oaklands Primary School governing body and was approved January 2017

This policy will be reviewed January 2018

Signed: Headteacher C Wright

Signed: Chair of Governors Helen F. Wagner.

APPENDIX A

PERMISSION FOR SCHOOLS TO PROVIDE INTIMATE CARE

Child's Name:

D.O.B.:

I understand that:

I give permission to the Oaklands School to provide appropriate intimate care support to my child e.g. changing soiled clothing, washing, toileting etc.

I will advise the Headteacher of any medical complaint or reasons my child may have which affects issues of intimate care.

Name:

Signature:

Relationship to Child:

Date:

Copy for Parent/Carer