

Coulsdon C of E Primary School



Intimate Care Policy and Procedures

The ethos of this school is to enable every child to learn and develop in a Christian environment. We ask all parents of whatever faith applying for a place here to recognise and support this ethos and its importance to the school.

Together, growing in mind, body & spirit

Intimate Care Policy and Procedures

Coulsdon CofE Primary School recognises that strict procedures and guidelines are in place and MUST be adhered to when providing intimate care for children. Child safety, dignity and privacy are of paramount importance and children requiring intimate care will be treated respectfully at all times.

Introduction

'Intimate care' covers any task that involves the washing, touching or carrying out a procedure to intimate personal areas and is associated with bodily functions and personal hygiene, including toileting, washing and dressing.

As part of a member of staff's contract they should sign to say they are happy to support pupils with toileting. All relevant staff should be made aware of safeguarding issues and have relevant training (e.g. health and safety, child protection, manual handling) before providing intimate care to a child. In addition to this, cultural needs of the parent/ carers should also be taken into account by staff when carrying out intimate care and support for children e.g. some families following sectors of the Islamic faith may have cultural restrictions which prevent any male adult attending to intimate care needs of a female child/ adult.

All staff should work in partnership with parents and carers to provide care appropriate to the needs of the individual child. When a child joins Coulsdon CofE Primary who requires regular intimate care the school should obtain agreement with parents and have this on record. Coulsdon CofE Primary School must consult the Social Worker whenever planning toilet training or special toileting arrangements for children on the Child Protection Register or whenever any Social Care teams are involved

The child should have a care plan which includes a toileting programme. This plan should have regular monitoring and review arrangements. The care plan should include the relevant information outlined below:

- What care is required
- Number of staff needed to carry out the task (if more than one person is required, reasons should be documented)
- Additional equipment required
- Child's preferred means of communication (e.g. verbal, visual)
- Child's level of ability – what tasks they are able to carry out by themselves

No child should become distressed as a result of receiving intimate care.

If an adult is required to lift a child because of their intimate care needs a risk assessment must be written. This will prevent injuries to both the educator and child.

Best Practice

When intimate care is given, the member of staff will explain fully each task that is carried out and the reasons for it. This is to reassure the child and support their understanding and awareness of the support being provided. Staff are to encourage children to do as much independently for themselves as they can to develop their self-help skills.

When staff members carry out intimate care, they should communicate this to another adult OR be in the presence of another adult.

At Coulsdon CofE Primary School, if a child needs to use the changing table located in the medical room, staff should notify another adult they are providing intimate care and ensure that the door remains open.

At Coulsdon CofE Primary, if a child requires intimate care they will be encouraged to change themselves independently. If they require assistance, staff will support them and try to talk the pupils through the steps to care for themselves.

Protecting Children

All staff are familiar with Keeping Children Safe in Education Part 1 and the school's Safeguarding Policy and follow the guidance provided in the event that they identify any safeguarding concerns when providing intimate care for a child/ children.

Under no circumstances should a volunteer/ student/ visitor or staff member not holding a current DBS clearance provide intimate care for a child/ children.

If a member of staff is concerned about any physical changes to a child, such as marks, bruises, soreness etc, they are to inform the Designated Safeguarding Lead (DSL).

Should a child become unhappy whilst being cared for by a member of staff whilst carrying out intimate care support, that person will record the child's response and share this with the DSL. This information should be communicated with the child's parent or carer.

If a child makes an allegation against a member of staff, the procedure set out in the Safeguarding Policy will be followed.

Dealing with blood and body fluids

When dealing with blood and body fluids, all areas affected are to be mopped by staff with warm soapy water.

Blood, vomit, urine and faeces will be cleaned up immediately with paper towels and disposed of safely by double bagging the waste and placing it in the yellow bag medical bin located in the Medical room.

Staff where appropriate should encourage children to develop their self-help skills and become independent in managing their own intimate care needs. In the event that this is not possible, when dealing with body fluids, staff are to wear personal protective clothing (PPE) e.g. disposable plastic gloves and aprons and wash their hands thoroughly after administering intimate care needs. All used PPE are to be disposed of in the yellow bag medical bin located in the Medical Room. All areas used to support intimate care is to be sprayed with anti-bacterial disinfectant.

Soiled children's clothing will be put in a disposable/ nappy bag to go home (with the child's name on a name label on the bag and handles tied securely) or disposed of in the medical bin if more appropriate. Clothing soiled with urine is not rinsed – only faeces are sluiced off appropriately in a child's toilet.

At Coulsdon CofE blood stained clothing will be put in 2 bags without rinsing and alternative clothing will be provided for the child.

Swimming

When accompanying children swimming, it may be necessary for staff to enter the changing rooms e.g. to ensure the children are getting changed quickly and sensibly. Staff should not spend extended periods of time with the children while they are changing and should not assist the children getting changed. If a child has difficulty changing, the issue should be discussed with the parent/carer.

Policy Review

This policy is to be read in conjunction with all other school policies, in particular the Behaviour Policy and Child Protection / Safeguarding Policy / Physical Handling.

Signed:

A handwritten signature in black ink, appearing to be 'J. O'Brien', written over a horizontal line.

On behalf of the Governing Body

Date: 3/10/22