



Intimate Care Policy

Committee Name:	Curriculum
Date of Approval:	2016
Validity Date:	2016-2019
Person responsible:	Head Teacher

Purpose

Some staff are likely to come into physical contact with pupils from time to time in the course of their duties. This policy is intended to make staff aware of the limits within which such contact should properly take place and of the possibility of such contact being misinterpreted. As a Rights Respecting school we recognise that children with a disability have the right to live a full and decent life with dignity and, as far as possible, independence and to play an active part in the community (Article 23).

Broad aim

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure.

When these occasions arise staff will seek to:

- Undertake their duties in a professional manner at all times
- Preserve the child's dignity and provide a high level of privacy (balanced against a high awareness of safeguarding issues)
- Work in partnership with parents through open communication to provide continuity of care

Practice

St Fidelis 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. 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 or pain. Staff who provide intimate care are trained to do so and are familiar with this and the other linked policies above.

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in lifting and moving) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist as required.

Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation. Wherever possible staff who are involved in the intimate care of children/young people will not usually be involved with the delivery of sex education to the children/young people in their care as an additional safeguard to both staff and children/young people involved.

Where possible, appropriate intimate care arrangements will have been discussed and agreed between the school and parents prior to any intimate care having to be provided. In these cases individual intimate care plans will be drawn up and linked to the school's provision mapping systems. It is important to note however that this will not always be possible and intimate care may have to be provided more immediately, as the school deems it to be in the best interests of the child.

When intimate care is undertaken there will be careful communication with each child in line with their preferred means and appropriate level to discuss the child's needs and preferences. Staff will endeavour to make the child aware of each procedure that is carried out and the reasons for it.

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.

Intimate care will be provided by one member of staff but another member of staff should always be present. Where intimate care is required on a regular basis the school will endeavour to ensure that this care is not always provided by the same adult.

Individual intimate care plans will be regularly monitored by both the SENCO and Designated Teacher for Child Protection on a regular basis.



Intimate Care Record of Incident

Pupil name:	
Class and Year group:	
Date:	
Location: (where intimate care was provided)	
Reason for, type of intimate care required and equipment used:	
Staff involved in the provision of intimate care:	
Staff signature:	
Parent contacted:	
Headteacher's signature:	



Intimate Care Record of Incident

Pupil name:	
Class and Year group:	
Date:	
Location: (where intimate care was provided)	
Reason for, type of intimate care required and equipment used:	
Staff involved in the provision of intimate care:	
Staff signature:	
Parent contacted:	
Headteacher's signature:	



Intimate Care Plan

Pupil name:	
Class and Year group:	
Date:	
Location: (where intimate care will normally be provided)	
Types of intimate care normally required:	
Reasons for intimate care arrangements:	
Equipment required:	
Intimate care plan to be reviewed on:	
Staff normally involved in the provision of intimate care:	
Staff signature:	
Parent signature:	
Headteacher's signature:	