

## **Intimate Care Policy**

### **Our Vision...**

... that every child will leave our school **confident** in their own abilities and excited about the future, with the strategies and skills to tackle tasks and situations in a **capable** manner and **caring** about their planet and their fellow humans.

### **Rationale**

The governors and staff of Hadley Wood School are dedicated to ensuring that all pupils have access to a high quality education. We are committed to providing an environment that enables full curriculum access that values and includes all pupils, staff, parents and visitors regardless of their education, physical, sensory, social, spiritual, emotional and cultural needs. We are an inclusive school and seek to promote social inclusion, irrespective of disability, faith, nationality, sexual orientation, gender identity or gender expression.

Staff who work with children who have additional 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 can be defined as care tasks of an intimate nature, associated with personal hygiene which demands direct or indirect contact with or exposure of the genitals. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing or bathing.

### **Principles and Procedures**

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children should have had training in child protection issues. Staff behaviour is open to scrutiny and staff at Hadley Wood School work in partnership with parents/carers to provide continuity of care wherever possible.

Hadley Wood School 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. It is recognised 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, indignity, embarrassment or pain. High levels of Health and Safety and hygiene will be maintained at all times

All children who require intimate care are treated respectfully at all times; the child's welfare, dignity, culture and ethnicity is of paramount importance. For example, a member of staff will always ask a child's permission before helping them with intimate care and ensure that they have been happy with the support that they have been given.

Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in moving and handling) and are fully aware of best practice. Information on pupils' needs will be shared when moving class. All staff have an enhanced DBS.

Equipment and training will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist as required. This is particularly relevant also when the pupil is being 'toilet trained' to ensure the pupil can develop independent skills in this area.

There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss the child's needs and preferences. Particular care should be taken with children who are at a very early level of communication to ensure that they are involved as much as possible. The child is aware of each procedure that is carried out and the reasons for it.

As a basic principle 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. This may mean, for example, giving the child responsibility for washing themselves. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer and health.

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 needs help with intimate care. Where possible one child will be cared for by one adult unless there is a sound reason for having two or more adults present. If this is the case, the reasons should be clearly documented. Student and Volunteers will not aid in the intimate care of our pupils at Hadley Wood School.

When necessary parents/carers will be involved with their child's intimate care at School; a clear account of the agreed arrangements will be recorded on the child's care plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation.

### **The Protection of Children**

Education Child Protection Procedures and Inter-Agency Child Protection procedures will be accessible to staff and adhered to.

Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.

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 person for child protection. Child protection procedures will then be followed.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into 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 an allegation is made against a member of staff, all necessary procedures will be followed. Child protection procedures will also be followed.



### **Good Practice**

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.

All children have a right to privacy and those who require support with their toileting needs must be taken to the toilet area whenever they need changing or checking.

Conversations that take place while a child is receiving intimate care will be relevant to the child and will fully involve them.

This SEND Information Report should be read in conjunction with the following policies for:

SEND and SEND Information Report

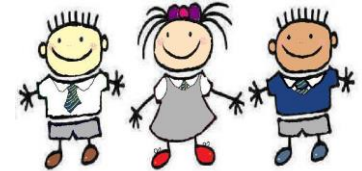
Health & Safety

Positive Handling

Equality

Supporting Children with Medical Conditions.

This policy will be reviewed annually by the Curriculum sub-committees of the Governing Body, Headteacher, Deputy Headteacher and Assistant Head for Inclusion.



Policy written: April 2019

Policy review: April 2021



**Confident  
Capable  
Caring**

