



Flintham



Primary School Intimate Care Policy

March 2024

'Inspiring A Love Of Learning'

Our School Vision is

We aspire to provide everyone with...

- an excellent holistic education through an inspiring, creative and ever evolving curriculum.
- an understanding that there is no limit to their potential.
- the foundations to face the various challenges of life and be respectful, responsible and caring citizens making a positive contribution to their community and wider society.
- a love of learning which continues to develop enquiring minds and enrich their lives.

FLINTHAM PRIMARY SCHOOL
SUPER SIX AIMS

Be Determined

Explore

Make Good Choices



Be Responsible

Aspire

Show Respect

FLINTHAM PRIMARY SCHOOL INTIMATE CARE POLICY

INTRODUCTION

Flintham Primary School's Intimate Care Policy has been developed to safeguard children and adults. It applies to everyone involved in the intimate care of our pupils.

The school takes seriously its responsibility to safeguard and promote the welfare of the children in our care.

DEFINITION OF INTIMATE CARE

Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Parents have a responsibility to advise the school of the intimate care needs of their child, and school has a responsibility to work in partnership with children and parents.

Intimate care can include:

- feeding
- oral care
- washing
- dressing/undressing
- toileting
- menstrual care
- photographs
- treatments such as enemas, suppositories, enteral feeds
- catheter and stoma care
- supervision of a child involved in intimate self-care

PRINCIPLES OF INTIMATE CARE

The following are the principles upon which our policy is based:

- Every child has the right to be safe.
- Every child has the right to personal privacy.
- Every child has the right to be valued as an individual.
- Every child has the right to be treated with dignity and respect.
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities.
- Every child has the right to express their views on their own intimate care and to have such views taken into account.
- Every child has the right to have levels of intimate care that are as consistent as possible.

SCHOOL RESPONSIBILITIES

- The school will ensure that all members of staff undertaking the intimate care of children are familiar with and understand the Intimate Care Policy.

- All members of staff will be trained in the specific types of intimate care that they carry out and fully understand the policy within the context of their work.
- Intimate care arrangements will be agreed by the school, parents/carers and child (if appropriate) and staff will not undertake any aspect of intimate care that has not been agreed.
- Intimate care arrangements will be recorded in the child's personal file and a consent form signed by the parents/carers and child (if appropriate).
- The school will make provisions for emergencies, e.g. a member of staff on sick leave, and ensure that another trained member of staff will be available to undertake specific intimate care tasks where possible. If this is not possible, the parents/carers will be informed.
- Intimate care arrangements will be reviewed at the end of every term. The views of all relevant parties, including the child (if appropriate), will be sought and considered to inform future arrangements.
- If a member of staff has concerns about a colleague's intimate care practice they must report this to the Designated Safeguarding Lead or deputy in their absence, in accordance with the school's Child Protection Policy.

INTIMATE CARE PROCEDURES

All children have the right to be safe and to be treated with dignity and respect. Our procedures are designed to safeguard children and members of staff.

- We will encourage a child's independence as far as possible in his/her intimate care. Where the child is fully dependent we will talk to them about what is going to be done and give them choice where possible. We will check out our practice by asking the parents/carers any likes and/or dislikes while carrying out intimate care and obtain consent.
- We will treat every child with dignity and respect and ensure privacy appropriate to the child's age and situation. Careful consideration will be given to individual situations to determine how many members of staff should be present during intimate care procedures. Generally, one pupil will be cared for by one member of staff unless there is a sound reason for having more adults present, for example, the activity requires two persons for the greater comfort or safety of the child or the child prefers two adults.
- We will make sure our practice in intimate care is consistent. As a child can have different carers, a consistent approach to care is essential and we will work closely with parents/carers and outside agencies to ensure this is the case.
- Members of staff will only carry out care activities they understand and feel competent and confident to carry out. Certain procedures will only be carried out by staff who have been formally trained and assessed.
- Individual care plans will be drawn up for any pupil requiring regular intimate care.

- Where a child needs to be changed this will be recorded on an intimate care record sheet for each child held within school (see Appendix 2).
- Where a care plan is not in place and a child has needed help with intimate care (in the case of a toilet 'accident') then parents/carers will be informed the same day. This information will be treated as confidential and communicated in person, via telephone or by e-mail. A consent form asking for permission to assist in changing a child in such instances is sent home at the start of the school year (see Appendix 1). In the case of a toilet accident, children will be changed in the disabled toilet or in the toilets in their classroom.
- If a member of staff observes any unusual markings, discolouration or swelling on the child's body, including the genital area, they will report this immediately to the Designated Safeguarding Lead or deputy in their absence in accordance with the school's Child Protection Policy.
- If a child becomes distressed or unhappy during intimate care, the member of staff will reassure the child, ensure their safety and report the incident immediately to the Designated Safeguarding Lead or deputy in their absence. Parents/carers will be informed about any concerns.

Date: 1.3.24

Review

Head Teacher: Janette Dunderdale

Safeguarding Governor: Caroline Aldrich

APPENDIX 1

Date

Toileting Policy and Procedures

Occasionally, pupils accidentally wet and/or soil themselves at school and require assistance changing. This is dealt with discreetly and in accordance with the school's broader Intimate Care Policy. Spare clothing is kept in school for use in such instances and to ensure the child's dignity is maintained. If a child has to be changed, the school will contact the parent/carer the same day. If the parent/carer cannot be contacted, he/she will be informed upon collecting the child from the school. Please can you return the tear-off slip below if you give permission for school staff to assist your child in the event of a toileting accident. Feel free to contact me at school if you have any questions about our policy and procedures.

Yours sincerely

Mrs. Dunderdale
Headteacher
Designated Safeguarding Lead

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I give permission for the school to assist my child _____ changing if he/she accidentally wets and/or soils themselves.

Signed (Parent/Carer)

