

 <p>Offley Endowed Primary School & Nursery</p>	<h1>Offley Endowed Primary School and Nursery</h1>	<p>Reviewed: Feb 2025</p> <p>Next Review: Feb 2028</p>
<p>Policy Title:</p>	<h2>Intimate Care Policy</h2>	<p>Users: Staff, Governors, Parents</p>

Introduction

Offley Primary 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. We recognise that there is a need to treat all children, whatever their age, gender, disability, religion or ethnicity, with respect when intimate care is given. No child should be attended to in a way that causes distress, embarrassment or pain.

Definition

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (for example, cleaning up after a child has soiled him/herself) to intimate personal areas.

Our Approach to Best Practice

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. 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 s/he can. This may mean, for example, giving the child responsibility for washing him/herself.

When necessary, individual intimate care plans will be drawn up for particular children to suit child's needs. Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the child's care plan and the needs and wishes of children and parents taken into account wherever possible within the constraints of staffing and equal opportunities legislation. Any agreements between the school, those with parental responsibility and the child concerned will be documented and easily understood.

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 reason for having more adults present. Wherever possible staff should only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence, for example, female staff supporting boys in our school, as no male staff are available.

Wherever possible, staff involved in the intimate care of children will not usually be involved with the delivery of sex education to the children in their care as an additional safeguard to both staff and children involved.

First Aid and intimate care

Staff who administer first aid should ensure wherever possible that another adult or other children are present. The pupil's dignity must always be considered and where contact of a more intimate nature is required (e.g. assisting with toileting or the removal of wet/soiled clothing), another member of staff should be in the vicinity and should be made aware of the task being undertaken. Regular requirements of an intimate nature will be planned for, including the use of a care plan where appropriate, and the necessity for such requirements will be reviewed regularly. In the cases of

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specific procedures only staff suitably trained and assessed as competent should undertake certain procedures (e.g. the administration of rectal diazepam).

Pupils in distress

There may be occasions when a distressed pupil needs comfort and reassurance that may include physical touch such as a caring parent would give. Staff must remain self-aware at all times to ensure that their contact is not threatening or intrusive and not subject to misinterpretation. Judgement will need to take account of the circumstances of a pupil's distress, their age, the extent and cause of the distress. Staff should consider whether it may be more suitable to involve the child's relative. Particular care must be taken in instances which involve the same pupil over a period of time. Where a member of staff has a particular concern about the need to provide this type of care and reassurance they should seek further advice from the headteacher.

The Protection of Children

Child Protection Procedures and Multi-Agency Child Protection procedures will be adhered to. 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 headteacher.

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.

All children are taught personal safety skills carefully matched to their level of ability, development and understanding as part of the PSHCE curriculum.

Further advice will be taken from outside agencies on any issues pertaining to this policy if necessary.

All staff will be required to confirm that they have read this policy and must be aware of the need to refer to other policies the school may hold for clarification of practices and procedures. This policy should be read in conjunction with the following:

- Child Protection Policy
- Health and Safety Policy
- Confidentiality Policy
- Special Educational Needs Policy

Safe working practice advice given at Basic Child protection awareness training and allegations against teacher training.