



## Intimate Care Policy

<b>Policy Name</b>	Intimate Care Policy
<b>For Review and Approval by</b>	Senior Leadership Team
<b>Date of Approval</b>	October 20
<b>Review Period for this Policy</b>	Bi-annually
<b>Date for Future Review</b>	October 22

**Implementation of this policy supports the duties to promote equality of opportunity and positive attitudes in relation to disability, gender and race and to eliminate discrimination on the grounds of age, disability, gender, race, religion or belief and sexual orientation.**

<b>Policy Approved by</b>	Senior Leadership Team
<b>Signed:</b>	
<b>Position</b>	Headteacher
<b>Date</b>	22 June 2018

Date	Changes
September 2020	Changes to wording of second paragraph Deleted information on avoid a situation where intimate care requires different members of staff

Intimate care can be defined as ‘Care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect exposure of the genitals and/or other private parts of the body’.

Examples include:

- Exposing genitals and/or other private parts of the body to administer medicines in accordance with (2014/09) DoE ‘supporting children with medical conditions’
- Managing incontinence and providing toileting support
- Administration of medication, including in emergency situations
- Help with personal hygiene - washing and bathing
- Menstrual management
- Supervision of children involved in intimate self-care

At Montpelier Primary School, we have children with disabilities and medical needs. Some may require assistance with intimate care tasks, especially incontinence support and toileting. Children are entitled to respect and privacy at all times and especially when in a state of undress, changing clothes, bathing or undertaking any form of personal care. There are occasions where there will be a need for an appropriate level of supervision in order to safeguard young people and/or satisfy health and safety considerations. It is important that all adults working with children understand the responsibilities and procedures associated with providing intimate care, including supported toileting.

### Aims

- Keep children safe by clarifying which behaviours constitute safer practice and which behaviours should be avoided.
- Setting clear expectations of behaviour and/or codes of practice relevant to the provision of intimate care.
- Assist adults working with children to establish what safe, respectful and appropriate intimate care involves and the importance of regular line management, supervisory support and needs led training.
- Strengthen safeguarding procedures.

- Minimise the risk of misplaced or malicious allegations made against adults who work with children and young people.
- Ensure that processes are in place so that pupils, parents and carers can easily influence intimate care policy and procedures, in particular, personal intimate care plans.
- Support staff to respectfully and safely teach or consolidate autonomy for the children or young people with whom they work. Staff will enable each child or young person to do as much for themselves as possible.

## Guidelines

Every intimate care procedure must be completed within an environment and atmosphere of total respect and dignity both for the individual receiving care and for the person involved in providing care.

Every plan supporting intimate care must demonstrate how the child can be enabled to develop their independence as far as is reasonably practical for the child.

The number of adults engaged in the care should only reflect the minimum needed to perform the task safely and respectfully. Each situation should reflect both the safety and vulnerability of children and staff depending on the needs of the child.

- Informed consent to deliver intimate care should be obtained from the pupil and the parent/carer.
- The care to be delivered should be explained to the pupil in an age appropriate manner.
- All staff clearly understand that cameras (including mobile phones) are not to be taken into areas where intimate care is carried out.
- Planning for learning outside the classroom takes into account how safe and dignified intimate care can be provided at venues outside of the school/educational setting. Planning also ensures that appropriate staff are present and suitable materials for cleaning and changing are available.
- Staff keep records which detail any intimate care provided and inform parents/carers when a child has needed support with their intimate care.
- The highest standards of hygiene should be maintained throughout the delivery of intimate care, and appropriate materials should be available.
- Staff should document any adverse or unusual reactions exhibited by a child during any intimate care procedures. These concerns should be reported to the designated lead for safeguarding. The delivery of further intimate care should be re-assessed if necessary. Should staff have cause for concern regarding child protection issues, the Child Protection Policy procedures must be followed.
- All intimate care must be carried out with due regard to Manual Handling requirements and in such a way that the child and staff remain safe.
- Waste materials must be disposed of appropriately.

- Should a consistent and regular level of intimate care be required discussions with the pupil, SENCo and parents/carers should be undertaken to devise an Individual Intimate Care Plan ensuring a consistent approach at home, and school.