



Intimate Care Policy



Curious Together, Learning Together, Achieving Together

Approved by:	Local Governing Board
Last reviewed on:	May 2024
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Policy author:	Anna Stevenson



Birches Green Primary School considers the personal, social and emotional wellbeing of our children to be paramount. Our Intimate Care Policy reflects the aim to treat children with sensitivity and respect.

The purpose of this Policy is

- To safeguard the rights and promote the best interests of the children
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one.
- To safeguard adults required to operate in sensitive situations.
- To raise awareness and provide a clear procedure for intimate care
- To inform parents/carers in how intimate care is administered
- To ensure parents/carers are consulted in the intimate care of their children.

Each child: chronological age and developmental age is encouraged to undertake as much of the procedure for themselves as possible, including washing hands, dressing/undressing, hygiene and toileting.

The children's toilet areas and nappy changing facilities/areas are used to attend to children's needs and every effort is made to ensure privacy and modesty.

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. 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 have a high awareness of child protection issues.

We are committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times.

Intimate Care can be defined as a care task of an intimate nature. This includes:

- Supporting a child with dressing and undressing
- Providing comfort or support for a distressed child.
- Assisting a child requiring medical care who is not able to carry this out unaided.
- Changing nappies or cleaning a child who has soiled him/herself.
- Has vomited or feels unwell.

Supporting dressing and undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed. Staff will always encourage children to attempt dressing and undressing unaided.



Providing comfort or support

Children may seek physical comfort from staff. Where children require physical support, staff need to be aware that physical contact must be kept appropriate and be child initiated. If physical contact is deemed to be appropriate, staff must provide care which is suitable to the age, gender and situation of the child.

At BGPS we have good hygiene practices in place when disposing of waste to prevent infection.

Changing a Nappy

Nappies, Pull-ups, changes of clothing, and anti-bacterial wipes must be provided by the Parent/carer on a daily basis.

A clean disposal apron and gloves is worn every time a child is changed, after having washed their hands thoroughly.

Whilst changing, children's skin is cleaned with disposable wipes, these are to be provided by the parent/carer.

Nappies and pull ups, gloves, aprons and wipes are disposed of hygienically and safely, they are placed in nappy bags and disposed of immediately in the Clinical Waste Bins situated in the Nursery Block.

Toileting

All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance. Where possible it will be a child's identified key person that provides intimate care. This key person is to make it known to another member of staff working close by that such care is being provided in order to ensure reasonable protection for both child and carer.

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. The child is 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 for themselves as much as they can.

Individual intimate care plans will be drawn up for particular children as appropriate to suit the particular needs of the child.



Each child's right to privacy and dignity 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.

If a child refuses to be changed, we will first encourage them to do so, if they still refuse, we will telephone the parent/carers to ask them to come and change the child. Parents/carers will be involved with their child's intimate care arrangements on a regular basis. Where a Care Plan exists the agreed arrangements will be recorded on the child's plan.

If a child needs to be cleaned, staff will make sure that:

- Protective gloves are worn.
- The procedure is discussed in a friendly and reassuring way with the child throughout the process.
- The child is encouraged to care for him/herself as far as possible
- Any soiling that can be, is flushed down the toilet, soiled clothing is put in a plastic bag, unwashed and sent home with the child.
- Parents are encouraged to provide spare changes of clothing.
- Parents are informed via our system - Medical Tracker

Protection of Staff

Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk.

Staff should make it known to another member of staff working close by that such care is being provided in order to ensure reasonable protection for both child and carer.

Staff should be aware of and responsive to the child's reactions and responses to the care.

This policy will be reviewed on a bi-annual basis.