



Date: Spring 2016

# Intimate Care

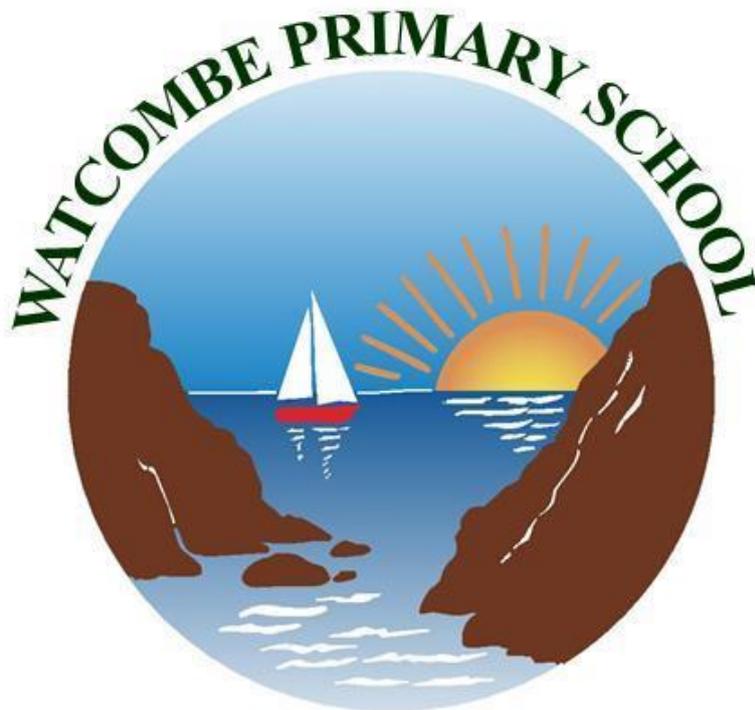
Watcombe Primary School



# **Watcombe Primary School**

## **Intimate Care Policy**

**April 2016**



## **INTIMATE CARE POLICY**

### **Rationale**

All children at Watcombe Primary School have the right to be safe and be treated with dignity, respect and privacy when requiring assistance with their personal hygiene and care needs.

This policy sets out clear principles, guidelines and procedures on supporting intimate care, with specific reference to continence. It should be considered in line with the following policies: Health and Safety, Managing Medicines, Safeguarding, Child Protection, and Safe Touch and Positive Handling.

This policy supports the safeguarding and welfare requirements of Early Years Foundation Stage (EYFS) 2012 and the Equality Act 2010. At Watcombe Primary School, we will ensure that:

- No child who is delayed in achieving continence will be refused admission.
- No child with a named condition that affects their personal development will be discriminated against.
- Adjustments will be made for any child who has delayed continence.

### **Definition of Intimate Care**

Intimate care is the term used to describe any tasks which involve direct or indirect contact to an intimate personal area. Intimate care tasks may include supporting a child to dress/undress, helping a child use the toilet, changing the clothing of a child who has vomited/wet/soiled themselves, changing a child's underwear or pull-up, cleaning/washing a child's body parts affected by incontinence.

### **Guidelines and Procedures**

- Intimate care tasks will be carried out in toilet areas. The member of staff carrying out the intimate care will inform another member of staff before they do so.
- Tasks to be carried out will be explained to the child according to their age and level of understanding, and wherever possible, their permission sought.
- Children will be encouraged to do as much for themselves as they can, and praise will be given when they achieve a task independently. Children will be changed standing up.
- Staff will wear disposable gloves and aprons when handling bodily fluids.

- In the majority of cases, moist wipes will be used to clean a child. However, if deemed necessary and with the child's consent, the shower may be used to wash a child.
- Soiled materials (gloves, aprons, moist wipes, pull-ups) will be disposed of in designated bins.
- Soiled clothing will be bagged to go home – staff will not rinse it.
- Staff will maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection. Both staff and children will wash their hands thoroughly afterwards.
- Children will be kept away from any affected area until that area has been cleaned.
- Parents/carers will be informed immediately by telephone if the child is unwell. Otherwise, parents/carers will be informed when they collect their child.
- The privacy and dignity of the child will be respected at all times.

### **Partnership with Parents/Carers**

We will work in partnership with parents/carers and healthcare professionals (e.g. health visitor, school nurse), to support children in achieving continence.

Our **Home-School Agreement for Intimate Care** defines the responsibilities and expectations that each partner has. An **Individual Plan for Intimate Care** will be completed to outline the support required for a named child. Where possible, this care will be carried out by a designated member of staff.

Children who have continence difficulties as a result of a special educational need or disability, may also have specific provision identified on their **Individual Support Plan**.

### **Safeguarding**

The process of assisting with personal care should not raise safeguarding concerns, and there is no requirement that two members of staff must be present.

All staff carrying out intimate care tasks have a relevant DBS (Disclosure Barring Service) check. As part of their training, students may carry out intimate care tasks under the direct supervision of a member of staff.

Safeguarding procedures will be adhered to and any concerns about a child will be immediately reported to a designated Child Protection Person as detailed in the Child Protection Policy.

This policy was written using support materials from ERIC (The Children's Continence Charity), specifically the document, 'The Right to Go: A Guide to helping early years settings and schools manage continence'. See [www.eric.org.uk](http://www.eric.org.uk) for more information.

Jo Ley, February 2016

### **HOME-SCHOOL AGREEMENT FOR PROVIDING INTIMATE CARE**

This agreement defines the responsibilities and expectations that each partner has for providing regular intimate care for:

**Name of child:**

**Date of birth:**

**Class:**

The Parents/Carers:

- We will ensure that our child is changed or has been to the toilet, at the latest possible time before being brought to school.
- We will provide the school with moist wipes, spare pull-ups, spare underwear and a change of clothing.
- We understand and agree with the guidelines and procedures that will be followed when intimate care tasks are carried out on our child at school.
- We will inform the class teacher should our child have any marks, bruises or rashes.
- We will inform the class teacher if our child has any gastro-intestinal infections or bladder/kidney infections, and will keep them at home until they are fully well.
- We will continue toileting routines at home, to optimise the potential of achieving full continence, where possible.
- We will meet with the class teacher to review progress and arrangements when necessary.

The School:

- We will work in partnership with parents/carers to devise a plan for their child's intimate care.
- We will follow the agreed guidelines and procedures for carrying out intimate care tasks.
- We will keep a record of any intimate care given to a child, to help us monitor and identify progress made.
- We will inform parents/carers should their child become distressed or unwell, or if any marks, bruises or rashes are seen.
- We will meet with parents/carers to review progress and arrangements when necessary.

**Parents/Carers:**

**Class Teacher:**

**Date:**

**INDIVIDUAL PLAN FOR INTIMATE CARE**

<b>Name of child:</b>	<b>Date of birth:</b>
<b>Class:</b>	<b>Designated member of staff:</b>
<b>Areas of need:</b>	

**Care required :**

**Parents/Carers:**

**Class Teacher:**

**Designated Staff:**

**Date started:**

**Date reviewed:**

**Review:**

**RECORD OF INTIMATE CARE**

Date	Notes	Staff Signature

