

Revised | 2023



Brecknock and Torriano Schools Federation Intimate Care Policy 2023

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| Committee | Curriculum |
| Last reviewed | Spring 2023 |
| To be reviewed | Spring 2025 |
| Changes from 21-22 to 22-23 | None – federation policy merged |

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Aim

We aim to ensure that all staff responsible for intimate care of children will undertake their duties to the highest professional standard and that all children will be treated with the utmost respect when intimate care is given. No child will be attended to in a way that causes them distress or discomfort.

Introduction

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a child after they have soiled themselves) to intimate personal areas. In most cases care will involve cleaning for hygiene purposes as part of a staff member's duty of care. The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs.

Approach to best practice

Children's dignity should always be preserved with a high level of privacy, choice and control when care is required. There should be a high awareness of child protection issues within this work and staff's behaviour must be open to scrutiny at all times. Staff must work in partnership with parents/carers to ensure continuity of care for children.

Procedures

- In EYFS, all intimate care will be undertaken by the child's key worker, wherever possible. In other phases of the school, intimate care will be undertaken, as much as possible, by an adult familiar to the child.
- Children who may need specialised intimate care have identified staff to support them.
- Staff will be supported to adapt practice in relation to the needs of individual children's developmental stages e.g. toilet training.
- Where necessary, Intimate Care Plans will be drawn up for vulnerable children as appropriate to suit circumstances of the child needs. These will be developed in consultation with professionals who support the child. E.g. Occupational Therapist
- Children will be supported to achieve the highest level of autonomy that is possible given their age and stage of development. Staff will encourage each child to do as much for her/himself as she/he can.

- In the event that intimate care is necessary while children are outside of school on a visit/trip, a member of staff must always be present to support toileting and an appropriate place identified.
- Staff will always wear appropriate safety clothing and gloves when dealing with a child needing intimate care.
- Appropriate facilities and equipment e.g. nappy bags will be used to dispose of any waste materials and put in the sanitised nappy bins. The bins are emptied daily.
- Parents will be asked to provide school with nappies, extra clothing etc. to be kept in school. Soiled clothing will be placed in a bag and labelled with the child's name.
- Clear processes and guidance in intimate care should be highlighted to all staff upon their induction to the setting by the EYFS Lead or a senior member of staff in other areas of the school. New staff should be given the opportunity to discuss any queries or uncertainties they may have in relation to this policy.
- Under no circumstances should students, work experience personnel or visitors be asked to give intimate care.
- When taking children to the toilet, staff should make colleagues aware of the task to be undertaken and explain to the child what will happen.
- When providing intimate care, staff should carefully and sensitively observe the child's emotional response and report any concerns to the designated officer.
- When children are changing, levels of supervision within the setting should be maintained at an appropriate level according to children's age.