

# WISBOROUGH GREEN PRIMARY SCHOOL



## INTIMATE CARE POLICY

At Wisborough Green Primary School, we are committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. We are committed to ensuring that children are treated with sensitivity and respect.

### **What is 'Intimate Care'?**

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are too young to or are unable to do. Intimate care tasks are associated with bodily functions, body products and personal hygiene that demands direct or indirect contact with, or contact with intimate personal areas. Examples include support with dressing and undressing (underwear), changing incontinence pads and nappies, helping someone use the toilet or washing intimate parts of the body, cleaning a pupil who has soiled him/herself or vomited. It is also associated with other accidents that may require a child to remove their clothes. These include changes required because of water play, messy play, sickness, accidents and weather. Very young or disabled pupils may be unable to meet their own care needs for a variety of reasons and may require support.

In most cases, intimate care will involve cleaning for hygiene purposes as part of a staff member's duty of care. In the case of a specific medical procedure, suitable training will be undertaken and a care plan will be designed.

### **Role of Wisborough Green staff**

If a child soils him/herself during school time, a member of staff will direct the child to:

- Remove their soiled clothes
- Clean skin (this usually includes bottom, genitalia, legs, and feet)
- Dress in the child's own clothes or those provided by the school
- Wrap soiled clothes in plastic bags and give to parents to take home

Some younger or disabled children may require assistance. If this is the case, two members of staff will be present at all times. All incidents to be recorded in the books kept in each toilet and signed by both adults.

In such incidents, staff will pay attention to the level of distress and comfort of the child. If the child is ill, a member of staff will telephone the parent/carer.

Individual care plans will be drawn up for any pupil requiring regular intimate care.

### **Guidance for intimate care following accidents**

Should a child be involved in an accident e.g. tripping over in the playground, staff will check the injured area and will request a First Aider if necessary. Should clothes need to be removed, the child will be supported to achieve the highest level of independence possible, according to their individual condition and abilities.

In such cases, one pupil will be cared for by one adult unless there is a sound reason for having more adults present ie. The injury is in an intimate place on the body or the injury requires several items of clothing to be removed. In this is the case, two adults will be present and will carry out the check in the First Aid room or somewhere away from public view. The door will be left ajar with one adult remaining in the doorway but in sight of the child at all times. Such incidents must be recorded and clearly documented.

### **Child Protection**

Child Protection and Multi-Agency Child Protection procedures will be adhered to at all times.

All members of staff carrying out intimate care procedures have enhanced DBS.

It is not appropriate for volunteers to carry out intimate care procedures.

If a child makes an allegation about a member of staff, this will be investigated in accordance with agreed procedures.

This policy should be read alongside the school Safeguarding Policy and First Aid Policy.