

St John & St James Church of England Primary School



Intimate Care Policy

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Signature (FGB)		Signature (Head)	<i>P Cuncarr</i>

VISION & VALUES OF ST JOHN AND ST JAMES

Our vision is to create an inclusive community of aspirational learners, children, families and colleagues, working collaboratively and respectfully within a happy, nurturing environment where all flourish and achieve. Pupils are given extensive opportunities through an exciting and engaging curriculum, through which our Christian values are woven.

'I have come that they may have life, and have it to the full'.

1 John 10 verse 10

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1. Introduction

This policy and the practice contained within it are a vital part of how we put into action our vision statement for St John and St James C of E Primary School. Our vision is 'life in all its fullness' (from John 10:10); for all our children, their families, and the whole staff team. The children are at the heart of all that we do, and this vision statement inspires us to focus on what is most important – enabling all children to flourish.

Intimate care is any activity that is required to meet the personal needs of an individual child on a regular basis or during a one-off incident. It can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. It can include:

- Feeding
- Oral care
- Washing
- Changing clothes
- Toileting
- First aid and medical assistance
- Supervision of a child involved in intimate self-care

We recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended in a way that causes distress, indignity, embarrassment or pain. Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who work with children who have special educational needs and/or disabilities (SEND) understand that the issue of intimate care can be a difficult one and will require staff to be respectful of individual children's needs.

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. Staff who provide intimate care to children will have a high awareness of safeguarding procedures, so that they keep the children and themselves safe. They will work in partnership with parents and other professional colleagues to provide continuity of care to children wherever possible. Staff deliver a full personal safety curriculum as part of PSHE lessons throughout the school and this work is shared with parents, who are encouraged to reinforce the personal safety messages within the home.

2. Principles and good practice

We have a responsibility, in line with our school vision and National Curriculum expectations, to ensure that all children have access to a broad and balanced curriculum, and are included in the whole school community. This means that we have a duty of care to make reasonable adjustments for those who have additional needs or requirements, including those of intimate care.

The following are the fundamental principles of intimate care, upon which our policy guidelines are based. Every child:

- Has the right to be safe
- Has the right to personal privacy
- Has the right to be valued as an individual
- Has the right to be treated with dignity and respect

- Has the right to be involved and consulted in their own intimate care, to the best of their abilities
- Has the right to express their views on their own intimate care and to have such views taken into account
- Has the right to have levels of intimate care that are appropriate and consistent

Staff will be supported to adapt their practice in relation to the needs of individual children, taking into account developmental changes. Wherever possible, staff involved in the intimate care of children will not usually be involved with the delivery of sex education to children as an additional safeguard both the staff and children involved.

All children have a right to privacy and those who require support with their toileting needs must be taken to the toilet area whenever they need changing or checking. We will ensure that these facilities are cleaned to a high standard, so that safety and hygiene are maintained at all times.

Conversations that take place while a child is receiving intimate care will be relevant to their child and will fully involve them. Adults will not talk over the child.

This policy should be read in conjunction with the school's safeguarding policy.

3. The protection of children

All staff are trained in safeguarding and child protection procedures, with an annual update. Staff are aware that some adults may use intimate care as an opportunity to abuse children. It is important to bear in mind that some forms of assistance can be open to misinterpretation. Where intimate care involves exposure of genitals, a second member of staff will be present to protect the child and staff members.

Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness, etc., they will report immediately their concerns to the Designated Safeguarding Lead (DSL) or, in their absence, the Deputy Designated Safeguarding Lead (DDSL). Safeguarding procedures will be followed.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, school safeguarding and whistleblowing procedures will be followed.

4. Procedures

Where there is a need for intimate care on a regular basis, school staff (usually the SENCo or a member of the senior leadership team) will meet with parents to agree a procedure specific to their child. The needs and wishes of children and parents will be carefully considered. There will also be a consideration of issues such as moving and handling. Parents will supply school with additional resources required, such as nappies, nappy bags, wipes and spare clothes. Apparatus will be

provided to assist with children who need special arrangements following assessment from a physiotherapist or occupational therapist, as required.

When providing intimate care to a child, two adults will be present, to safeguard themselves and the child. Procedures will be carried out in an appropriate space that maintains the dignity of the child and is not in view of other children or staff members. There is careful communication with each child who needs help with intimate care in line with their preferred means of communication. Particular care should be taken with children who are at a very early stage of communication, to ensure that they are involved as much as possible. The child is aware of each procedure that is carried out and the reasons for it.

If the care has been agreed with parents in advance as above, there is no need to speak to parents except if provided resources need refreshing. If there is a one-off incident where intimate care needs to be provided, for example if a child has had a toileting accident, the school office will phone a parent to check that they are happy for intimate care to be provided.

To ensure that high standards are met, all newly appointed staff will have training in school procedures.

5. Supporting children to become independent in toileting

We are committed to supporting parents in each stage of their children's journey to become independent in their own toileting, in line with our school vision for life in all its fullness for every child. Children will be supported to achieve the highest level of autonomy that is possible, given their ages and abilities. Staff will encourage children to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves.

6. What do I do if my child needs support with intimate care?

If you have any questions about our school's procedures for intimate care requirements, please speak to the SENCo, Mrs G Woolley. She can be contacted through the school office on 0208 807 2578 or by email on senco@stjohnandjames.enfield.sch.uk.