



Intimate Care policy

Date Implemented: February 2021

Date Last Reviewed: February 2021

Date Governing Body Approved:

Review Period: Annually

Staff Responsibility: Josh Pollard

Date for Next Review: February 2023

Policy statement

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some students are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing, toileting or dressing. It also includes supervision of students involved in intimate self-care.

No child is excluded from participating in our settings who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. We work with parents/carers towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate at the time. We provide nappy changing facilities and good hygiene practices in order to accommodate children who are not yet toilet trained. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgmental concern of adults.

Some students across the federation have intimate care needs at some level. Parents/carers are aware that these procedures are carried out on a daily basis as well procedures for when and how intimate care will be carried out on off-site trips or visits.

Any historical concerns (such as past abuse) are taken into account when undertaking intimate care.

An individual member of staff must inform another appropriate adult when they are going alone to assist a student with intimate care to promote safe and open working practices for both student and staff alike.

All staff may undertake medical procedures as necessary or in case of emergencies.

All students will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each individual student to do as much for themselves as possible.

Staff will be fully aware of best practice regarding infection control, including the requirement to wear disposable gloves and cleaning of changing beds etc.

Staff will be supported to adapt their practice in relation to the needs of individual students taking into account developmental changes such as the onset of puberty and menstruation.

There must be careful communication with each student who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc) to discuss their needs and preferences. Where the student is of an appropriate age and level of understanding permission should be sought before starting an intimate procedure.

Staff who provide intimate care should speak to the student personally by name, explain what they are doing and communicate with all children in a way that reflects their ages.

Every child's right to privacy and modesty will be respected. Careful consideration will be given to each student's situation to determine who and how many staff might need to be present when s/he needs help with intimate care. Wherever possible, the student's wishes and feelings should be sought and taken into account.

The religious views, beliefs and cultural values of children and their families should be taken into account, particularly as they might affect certain practices or determine the gender of the staff member.

Where possible students will have their routines carried out by a person of the same gender. However with a preponderance of female staff this is not possible and female staff will carry out procedures with male pupils. Male staff will not carry out intimate care with female students because this is in line with society's norms and gives protection for male staff from accusations.

Adults who assist students with intimate care will only be employees of the federation, not students or volunteers, and therefore have the usual range of safer recruitment checks, including enhanced DBS checks.

All staff should be aware of the federation's Safeguarding and Child Protection policy. Sensitive information will be shared only with those who need to know.

Health & Safety guidelines should be adhered to regarding waste products and the bins provided for sanitary waste must be used.

No member of staff will carry a mobile phone, camera or similar device whilst providing intimate care.

Procedures

- Relevant staff are aware of the students in their care who are in nappies or 'pull-ups' and those students who have occasional accidents.
- Young students should wear 'pull-ups' or other types of training pants as soon as they are comfortable with this and their parents/carers agree.
- Changing supplies will be readily to hand when changing a student.
- Staff put on gloves and aprons before changing starts and the areas are prepared. New gloves are used each time a new child is changes.
- Staff are familiar with hygiene procedures and carry these out when changing nappies.
- Staff never turn their back on a child or leave them unattended whilst they are in the process of being changed.

- Staff are gentle when changing; avoiding pulling faces or making negative comments about 'nappy contents'.
- In addition, we ensure that nappy changing is relaxed and a time to promote independence in children.
- We encourage students to take an interest in using the toilet.
- We encourage students to wash their hands and have soap and towels to hand.
- Children access the toilet when they have the need to and are encouraged to be independent.
- We dispose of nappies and 'pull-ups' hygienically. Any soil (faeces) in nappies or 'pull-ups' is flushed down the toilet and the nappy or 'pull-up' is bagged and put in the bin. Cloth nappies, trainer pants and ordinary pants that have been wet or soiled are rinsed and bagged for parents to take home.