

Upton Snodsbury C of E First School



Intimate Care Policy

This policy was last reviewed: September 2024

Next Review Date: September 2025

Statement of intent

We recognise the importance of being supportive and inclusive within the setting and the provision provided will ensure it supports our Christian values and our school vision of “Where a love of learning grows’.

This policy represents the agreed principles for intimate care throughout the school.

The purpose of this policy is:

- To safeguard the rights and promote the best interests of the children
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one
- To safeguard adults required to operate in sensitive situations
- To raise awareness and provide a clear procedure for intimate care
- To inform parents/carers in how intimate care is administered
- To ensure parents/carers are consulted in the intimate care of their children

'And above all these put-on love, which binds everything together in perfect harmony.'
- Colossians 3:14

Contents

[Principles](#)

[Definition](#)

[Supporting dressing or undressing](#)

[Soiling](#)

[Hygiene](#)

[Protection for staff](#)

[Safeguards for children](#)

[Monitoring arrangements](#)

Principles

It is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of their own body. It is important for staff to bear in mind how they would feel in the child's position. Given the right approach, intimate care can provide opportunities to teach children about the value of their own bodies, to develop their safety skills and to enhance their self-esteem. Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the child's right to privacy and dignity is maintained at all times.

Definition

Intimate care is one of the following:

- Supporting a pupil with dressing or undressing
- Providing comfort or support for a distressed pupil
- Assisting a pupil requiring medical care, who is not able to carry this out unaided
- Cleaning a pupil who has soiled themselves, has vomited or feels unwell

Supporting dressing or undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly when they start school. Staff will always encourage children to attempt undressing and dressing unaided but will help or supervise if needed.

Providing comfort or support

Children may seek physical comfort from staff. Where children require physical support, staff will be aware that physical contact must be kept to a minimum and be child initiated. On occasions when a child needs comforting staff will ensure that the care is suitable to the age, gender and situation of the child. If a child touches a member of staff in a way that makes them feel uncomfortable this can be gently but firmly discouraged in a way which communicates that the touch, rather than the child, is unacceptable.

Soiling

Intimate care for soiling will only be given to a child after the parents have given permission for staff to clean and change the child. Please note that staff will clean and change a child after the first mis-hap but if this happens again on the same day then parents will be expected to collect their child from school as there may be an underlying problem.

If prior consent has not been received then the school will contact the parents or other emergency contact giving specific details about the necessity for cleaning the child. If the parents/carers or emergency contact is able to come within a few minutes, the child will be comforted and kept away from the other children to preserve dignity until the parent arrives. Children will not be left on their own whilst waiting for a parent to arrive, an adult will stay with them, giving comfort and reassurance. The child will be dressed at all times and never left partially clothed.

If a parent/carer or emergency contact cannot attend, the school will seek to gain verbal consent from parents/carers for staff to clean and change the child. This permission will be sought on each occasion that the child soils themselves.

If the parents and emergency contacts cannot be contacted the Head Teacher will be consulted. A decision will be made on the best course of action for the child which may result in a member of staff cleaning and changing the child.

When touching a child, staff must always be aware of the possibility of invading a child's privacy and will respect the child's wishes and feelings.

If a child needs to be cleaned, staff will make sure that:

- Protective gloves are worn
- The procedure is discussed in a friendly and reassuring way with the child throughout the process
- The child is encouraged to care of themselves as far as possible
- Physical contact is kept to the minimum possible to carry out the necessary cleaning
- Privacy is given appropriate to the child's age and the situation
- All spills of vomit, blood or excrement are wiped up and flushed down the toilet
- Any soiling that can be, is flushed down the toilet
- Soiled clothing is put in a plastic bag, unwashed, and sent home with the child

Special arrangements may be made for specific children in accordance with the SENDCOP.

Hygiene

All staff are familiar with normal precautions for avoiding infection, must follow basic hygiene procedures and have access to protective, disposable gloves.

Protection for staff

Members of staff must regard to the danger of allegations being made against them and take precautions to avoid this risk. These should include:

- Gaining a verbal agreement from another member of staff that the action being taken is necessary
- Where possible two adults will be present.
- Ensure the child is happy with the adult caring for them & allow the child to choose their carer if they want to
- Allow the child a choice in the sequence of care
- Be aware of and responsive to the child's reactions

Safeguards for children

There is an obligation on local authorities to ensure that staff who have substantial, unsupervised access to children undergo police checks. All staff at Upton Snodsbury Church of England First School are DBS checked on application and cannot undertake tasks within school until all checks are completed satisfactorily. The DBS's aim is to help organisations in the public, private and voluntary sectors by identifying candidates who may be unsuitable to work with children or other vulnerable members of society. Personal and professional references are also required and unsuitable candidates are not permitted to work within the school.

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

Children who are heavily soiled will have to be taken home by their parents/carers.

Monitoring arrangements

This policy will be reviewed yearly.