



INTIMATE CARE POLICY

RATIONALE

Park House English School is committed to safeguarding and promoting the wellbeing of all pupils. Pupil intimate care needs cannot be seen in isolation or separated from other aspects of their lives. Encouraging them to participate in their own intimate or personal care should therefore be part of a general approach towards facilitating participation in daily life. All children have the right to be safe and to be treated with dignity and respect. Staff involved with pupil intimate care, need to be sensitive to individual needs.

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 pupils are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence as well as more ordinary tasks such as help with washing, toileting or dressing.

It also includes supervision of pupils involved in intimate self-care.

AIMS

This policy aims to ensure that:

- Intimate care is carried out properly by staff, in line with any agreed plans.
- The dignity, rights and wellbeing of children are safeguarded.
- Pupils with intimate care difficulties are not discriminated against, in line with the Equalities Act 2010.
- Parents are assured that staff are knowledgeable about intimate care and that the needs of their children are considered.
- Staff carrying out intimate care work do so within guidelines that protect themselves and the pupils involved.
- Intimate care refers to any care which involves toileting, washing, changing, touching or carrying out an invasive procedure to children's intimate personal areas.

PROCEDURES

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 pupils 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 pupils involved in intimate self-care.



Individual Health Plans

- Pupils who require regular assistance with intimate care have written Individual Health Plans, agreed by staff, parents/guardians and any other professionals actively involved, including the school nurse.
- Ideally the plan should be agreed at a meeting at which all key staff and the pupil should also be present, wherever possible/appropriate. Any historical concerns (such as past abuse) should be taken into account. The plan should be reviewed as necessary, but at least annually, and at any time of change of circumstances, e.g. for residential trips or staff changes (where the staff member concerned is providing intimate care). Plans should take into account procedures for educational visits/day trips.
- Where relevant, it is good practice to agree with the pupil and parents/guardians appropriate terminology for private parts of the body and functions and this should be noted in the plan.

Procedures for all pupils

- All pupils will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each individual pupil to do as much for his/herself as possible.
- There must be careful communication with each pupil who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc) to discuss their needs and preferences. Pupil permission should be sought before starting an intimate procedure.
- Where a pupil requires intimate care, **a second adult** should be present in order to safeguard both the pupil and staff member.
- In general, intimate care should only be provided by the school nurses if it is a medical issue.
- Adults who assist pupils with intimate care should be employees of the school, not students or volunteers.
- 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 carer.
- No member of staff will carry a mobile phone, camera or similar device whilst providing intimate care.
- In all intimate care situations, the Schools' Safeguarding Policy must be adhered to.

Recording and reporting

Parents/guardians will be informed the same day if their child has needed help with meeting intimate care needs (e.g. has had an 'accident' and wet or soiled him/herself) via a telephone conversation from the nurse. Where telephone contact has not been possible, an email will be sent to parents.

- The member of staff involved will record the intimate care provided on the Engage daybook.
- The pastoral team reviews all entries on the daybook weekly and will monitor any changes in need and behaviour.

EVALUATION

POLICY NUMBER:

OWNER: LISSA SKINNER

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مدرسة المنتزة الانجليزية
PARK HOUSE ENGLISH SCHOOL

APPENDICES