

# LYDBROOK PRIMARY SCHOOL (Including Robins Nursery)

## INTIMATE CARE POLICY

Dated:

Review date:

### 1.0 Introduction

- 1.1 The Governing Body acts in accordance with Section 175 of the Education Act 2002, the Education (Independent School Standards) (England) Regulations as amended by SI1012/2962 and the Education(Non-Maintained Special Schools) (England) Regulations 2011 together with the Government guidance "Safeguarding Children and Safer Recruitment in Education (2006)" and "Keeping Children Safe in Education (March 2015)" to safeguard and promote the welfare of pupils at this School.
- 1.2 The Governing Body recognises its duties and responsibilities in relation to the Equalities Act 2010 which requires that any pupil with an impairment that affects his/her ability to carry out day-to-day activities must not be discriminated against.
- 1.3 The school takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care. Meeting a pupil's intimate care needs is one aspect of safeguarding.
- 1.4
- 1.5 Intimate care 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 or exposure of the genitals. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing or bathing.
- 1.6 Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and they work in partnership with parents/carers to provide continuity of care to children/young people wherever possible.
- 1.7 The School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. No child should be attended to in a way that causes distress or pain.

### 2.0 Best Practice

- 2.1 All children who require intimate care are treated respectfully at all times.
- 2.2 Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in moving in handling where appropriate. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist as required.
- 2.3 Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation.

- 2.4 There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic etc) to discuss the child's needs and preferences. The child is aware of each procedure that is carried out and the reason for it.
- 2.5 Children will be supported to achieve the highest level of autonomy that is possible given their age and ability. It is the Headteacher's responsibility to ensure that all relevant staff are aware of this policy, what is expected, the procedures to follow and to ensure that the policy is reviewed on a timely basis. It is the responsibility of all staff to read the policy and act at all times according to its guidance.
- 2.6 It is the responsibility of the Governors to ensure they are aware of the school's procedures and to challenge and support the school in its review of the policy.
- 2.7 Each child will have an assigned member of staff to act as an advocate to whom they will be able to communicate any issues or concerns that they may have about the quality of the care they receive.
- 2.8 **Nappy Changing**  
The Nursery accepts children who are using nappies or equivalent and work with parents towards toilet training unless there are medical or other developmental reasons why this may not be appropriate. The following procedures for nappy changing are in place:-
- 2.11.1 Always use a fresh pair of gloves for each child and wipe down mat and dry in between changing each child.
- 2.11.2 Always made sure that the child knows they are going to be changed.
- 2.11.3 Always wear a disposable apron.
- 2.11.3 Change nappy using the nappies and wet wipes supplied by the parents.
- 2.11.4 Do not put on nappy cream unless you have checked that a consent form has been filled in.
- 2.11.5 If cream is to be applied only use the cream sent in by the parent/guardian.
- 2.11.6 Put the used nappy in a nappy sack.
- 2.11.7 Wipe down the mat and dry mat.
- 2.11.8 Encourage child and adult to wash hands together.
- 2.11.9 Dispose of nappy and protective clothing using the disposal bin provided.
- 2.12 **Dealing with body fluids** – Urine, faeces, blood and vomit will be cleaned up immediately and disposed of appropriately. When dealing with body fluids, staff wear protective clothing (disposal plastic gloves and aprons) wash themselves thoroughly afterward. A red bucket is available for this purpose in the Caretaker's cupboard.

Soiled children's clothing will be bagged to go home – staff will not rinse it. Children will be kept away from the affected area until the incident has been completely dealt with.

- 2.13 All staff maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

### 3. The Protection of Children

- 3.1 Lydbrook School's Safeguarding and Child Protection Procedures will be accessible to staff and adhered to.
- 3.2 Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.
- 3.3 If a member of staff has any concerns about physical changes in a child's presentation, eg. marks, bruises, soreness etc they will immediately report concerns to the Designated Safeguarding Lead. A clear record of the concern will be completed and referred to social care and/or the Police if necessary. Parents will be asked for their concern or informed that a referral is necessary prior to it being made unless doing so is likely to place the child at greater risk of harm.
- 3.4 If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issues are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.
- 3.5 If a child makes an allegation against a member of staff, all necessary procedures as set out in the School's Safeguarding Policy will be followed. This includes referring to the Local Authority Designated Officer)

Signed .....

Chair of Governors

Signed .....

Headteacher

Dated:

Review: Summer 2023