



# Aughton St. Michael's C. of E. School

## Intimate Care Policy

Date Approved: Summer 2022

Review Date: Summer 2024

### Mission Statement

**A**chieving all we can to develop fully our hearts and minds.

**S**haring in a loving, caring, Christian community.

**M**aking sure everyone is valued



### Aim

At Aughton St. Michael's CE School we aim to ensure that all staff responsible for intimate care of children will undertake their duties to the highest professional standard and that all children will be treated with the utmost respect when intimate care is given. No child will be attended to in a way that causes them distress or discomfort.

### Introduction

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. In most cases care will involve cleaning for hygiene purposes as part of a staff members duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure.

### Approach to best practice

The issue of intimate care is a sensitive one and will require staff to be respectful of children's needs at all times. Children's dignity should always be preserved with a high level of privacy, choice and control when care is required. There should be a high awareness of child protection issues within this work and staff's behaviour must be open to scrutiny at all times. Staff must work in partnership with parents/carers and parents/carers should be able to provide continuity of care to children whenever possible.

### Procedures

- When carrying out procedures, staff will ensure they do not put themselves in any vulnerable situations.

- Staff will be supported to adapt practice in relation to the needs of individual children's developmental stages e.g. toilet training.
- Children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff to encourage each child to do as much for him/herself as he/she can.
- Two members of staff need to present for care when a child is in need of intimate care. 2
- Suitable places in school (clear and accessible to other members of staff) identified as appropriate for intimate care will be used in all circumstances. (Disabled toilet/ Children's toilet)
- In the event that intimate care is necessary while children are outside of school on a visit/trip, two members of staff need to present for care and the most appropriate place identified, this event will also be logged on return to school and shared with parents.
- Staff will always wear appropriate safety clothing and gloves when dealing with a child needing intimate care.
- Appropriate facilities and equipment e.g. nappy bags will be used to dispose of any waste materials, these will then be double bagged and placed in the appropriate bin.
- Parents will be asked to provide school with Nappies, extra clothing etc to be kept in school where necessary and agreement made for the transportation of soiled clothing to and from school.
- No Personal belongings/valuables to be stored in changing areas at any time under any circumstance.
- Clear processes and guidance in intimate care should be highlighted to all staff upon their induction. New staff should be given the opportunity to discuss any queries or uncertainties they may have in relation to this policy.
- Under no circumstances should students, work experience or visitors be asked to give intimate care. • When taking pupils to the toilet, staff should make colleagues aware of the task to be undertaken and explain to the child what will happen.
- Parents should always be notified if intimate care has been provided.
- When providing intimate care, staff should carefully and sensitively observe the child's emotional response and report any concerns to the designated teacher.
- When children are changing, levels of supervision should be appropriate to the pupil's age.
- Staff should avoid any physical contact unless a child needs help.