

INTIMATE CARE POLICY – CONONLEY PRIMARY SCHOOL

DATE: SUMMER 2022

General Statement

This procedure represents the agreed principles for intimate care throughout our establishment.

The purpose of this procedure 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 of care of their children
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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 his/her 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, carers and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the young persons' right to privacy and dignity is maintained at all times.

Definition

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 children 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.

Best Practice

- Pupils should be encouraged to act as independently as possible and to undertake as much of their own personal care as is possible and practicable.
- When assistance is required, this should normally be undertaken by one member of staff, however, they should try to ensure that another appropriate adult is in the vicinity who is aware of the task to be undertaken and that, wherever possible, they are visible and/or audible.
- Intimate or personal care procedures should not involve more than one member of staff unless the pupil's care plan specifies the reason for this.

- A signed record should be kept of all intimate and personal care tasks undertaken and, where these have been carried out in another room, should include times left and returned.

At Cononley Primary School, the toilet area in Cherry Class is used for intimate and personal care for children in EYFS. The disabled staff toilet is used for KS1 or KS2 children who require intimate or personal care.

Protection for staff

Members of staff need to have 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
- Allow the child, wherever possible, to express a preference to choose his/her carer and encourage them to say if they find a carer to be unacceptable
- Try to ensure that another appropriate adult who is visible/audible nearby who is aware that a child is receiving intimate or personal care. The school administrator is close to the disabled staff toilet and is able to act in this role.
- A signed, dated and timed record of all intimate / personal cares tasks undertaken should be completed in the book situated in the disabled staff toilet OR the book situated in Cherry Class.
- Be aware of and responsive to the child's reactions.

Pupils are entitled to respect and privacy at all times and especially when in a state of undress, including, for example, when changing, toileting and showering. However, there needs to be an appropriate level of supervision in order to safeguard pupils, satisfy health and safety considerations and ensure that bullying or teasing does not occur. This supervision should be appropriate to the needs and age of the children concerned and sensitive to the potential for embarrassment

Safeguards for children

Cononley Primary School is committed to ensuring the welfare and safety of all children in school. All North Yorkshire schools, including Cononley Primary School, follow the North Yorkshire Safeguarding Children Partnership procedures.

The school pays full regard to DfE guidance Keeping Children Safe in Education, the Protection of Freedoms Act 2012; the Childcare (Disqualification) and Childcare (Early Years Provision Free of Charge) (Extended Entitlement) (Amendment) Regulations 2018 under S75 of the Childcare Act 2006 and North Yorkshire Human Resources Schools' Recruitment procedures and guidance. We ensure that all appropriate measures are applied in relation to everyone who works in or on behalf of the school who is likely to be perceived by the children as a safe and trustworthy adult.

DATE OF NEXT REVIEW: Summer 2025 or earlier if necessary