



Two Rivers Federation Intimate Care Policy

**Agreed by Governors: March 2023
Review Date: March 2024**

The Two Rivers Federation 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.

We recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress, embarrassment or pain.

Definition

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up after a child has soiled him/herself) to intimate personal areas. In most cases such care will involve procedures to do with personal hygiene.

In the cases of specific procedure only staff suitably trained and assessed as competent should undertake the procedure. Suitable equipment and facilities will be provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist.

Our Approach to Best Practice

The management of all children with intimate care needs will be carefully planned when possible. The child who requires intimate care will be treated with respect at all times; the child's welfare and dignity is of paramount importance.

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. Wherever possible staff who are involved in the intimate care of children will not usually be involved with the delivery of sex education to the children in their care as an additional safeguard to both staff and children involved.

Staff will encourage each child to do as much for him/herself as he/she possibly can depending on their ability. This may mean, for example, giving the child responsibility for washing themselves.

Individual intimate care plans will be drawn up for particular children as and when appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected. At Bishops Tawton Primary School two members of staff will attend to any child that requires any intimate care, although the second staff member will be close by to help the first member if needed and won't be in contact with the child.

Any Intimate care will be recorded in the school Intimate Care book, and parents/carers of the child involved will be notified as soon as possible either by telephone/note in contact book or in person when the child is collected from school.

A bag containing wet wipes, nappy sacks, gloves, clean underclothes etc is located in the staff toilet (BTS) or in classrooms (LCS).

The Protection of Children

Child Protection Procedures and Multi-Agency Child Protection procedures will be adhered to.

All children will be taught personal safety skills carefully matched to their level of ability, development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to Mrs Melanie Smallwood (designated person for child protection.)

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into 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 issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed (see Multi - Agency Child Protection Procedures for details)

All staff will be required to confirm that they have read the Devon County Council document ' Guidance for Staff who Provide Intimate Care for Children and Young People 2006' and of the need to refer to other policies the school may hold for clarification of practices and procedures.

This policy was evolved by consultation between staff and the Federation's Governing Board.