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Fritwell Church of England Primary School

Intimate Care Policy

"Growing and learning together with God."

Children at Fritwell Church of England School are confident and inspired. They achieve personal success and show love and respect for all.

Introduction

This policy represents the agreed principles for intimate care throughout the school and within Oxfordshire. It is to be applied in all situations, but has particular relevance to children and staff in the Early Years Foundation Stage and Key Stage 1, and those working with children with specific SEN.
Intimate care is defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence and help with washing, bathing or changing. Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them at all times.

Aims

The aim of this policy is to:

- make clear the expectations of all those involved in caring for children
- ensure that children are treated with care and respect
- provide protection for both children and adults working with them
- allow children and parents or carers to feel confident that their needs are being met by people they know and trust.

Principles

- Children develop at different rates and will have different needs, for example physical, communication or emotional difficulties. All children will be treated with respect and care is given as gently and as sensitively as possible.
- Parents have the right to choose whether or not they wish to change their own child while they are at school.
- The child's welfare and dignity is of paramount importance. 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.
- Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the young person's right to privacy and dignity is maintained at all times.

Practice
Intimate care for soiling should only be given to a child after the parents have given written permission for staff to clean and change the child (Appendix 1). If a parent does not give consent, the school will contact the parents or other emergency contact giving specific details about the necessity for cleaning the child. If the parents/carers or emergency contact is able to come within a few minutes, the child is comforted until the parent arrives. The child will be dressed at all times and never left partially clothed.
If a parent/carer or emergency contact cannot attend, the school seeks to gain verbal consent from parents/carers for staff to clean and change the child. This permission will be sought on each occasion that the child soils him or herself. If the parents and emergency contacts cannot be contacted the Head Teacher or a senior member of staff will be consulted and will make a decision regarding the most appropriate action.

- Personalised intimate care plans will be drawn up for individual children as appropriate to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer.
- Intimate care should be carried out by a known adult, and not by a volunteer. In Foundation Stage the child's key worker would be the first person to approach.
- When changing a child, the adult will let another adult know what they are doing.
- Staff will wear protective gloves.
- The child is encouraged to care for him/herself as much as possible.
- Physical contact is kept to a minimum.
- Soiled clothing is put in a plastic bag and sent home with the child.
- Soiled nappies or pull ups are disposed of with the used plastic gloves in a separate bin, in a sealed bag.
- Staff will ensure secure hand-washing procedures are in place.
- Areas are cleaned by an appropriate person.

Safeguards for children
There is an obligation on local authorities to ensure that staff who have substantial, unsupervised access to children undergo police checks. All safeguarding checks are made on all staff at Fritwell Primary School at the time of appointment and they cannot undertake tasks within school until all checks are completed satisfactorily.
Through the teaching of personal care, children will be made aware of appropriate body contact.
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 the Designated Safeguarding Lead. The normal procedures are then followed. If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter is looked into and outcomes recorded. Parents/carers are contacted at the earliest opportunity as part of this process.

Monitoring and Review
This Policy will be reviewed every 2 years or earlier if necessary.

Chair of Governors:

Date: November 2016
To be reviewed: November 2018

I give permission for staff employed by Fritwell CE Primary School to carry out intimate care

for my child (Name) _____, should it be deemed necessary.

I have read and understood the school's Intimate Care Policy.

Signed: _____

Name:_____

Date:_____