

Cookridge Primary School

Intimate Care



Adopted by Governing Body – September 2020

Review –September 2021

***The Intimate Care Policy will be published
on the school website.***

***Normal policy has been adapted for COVID. Areas lined out are no
longer possible but will be reinstated as and when possible. Information
in purple reflects current COVID practice.***

'Together We Achieve the Extraordinary'



We aim to meet the needs of all our children and promote their welfare. We recognise and assist children with intimate care where needed, and ensure that the children are treated with courtesy, dignity, and respect at all times.

Accidents

From time to time, some children will have accidents and need to be attended to. Parents/ carers are asked to supply a bag of clean clothes for their child in a drawstring bag to be hung on their child's peg. A supply of spare clothing is available if necessary and parents/ carers are asked to return this as soon as possible, if a child has needed help with meeting intimate care needs (had an accident). These are taken into the toilet facilities prior to changing, and children are assisted in cleaning themselves and changing into clean and dry clothing. This is treated as confidential and parents/carers notified in person at the end of the day. On occasion, if a child has soiled themselves to such an extent that they are not able to resume their normal day or where we feel the accident may be as a result of a tummy upset, parents/carers will be contacted and asked to collect their child. If a child is prone to repeated accidents, the SENDCo may contact parents / carers to arrange a meeting to discuss if there are any historical or current medical needs and how we can provide continued support for your child at school.

Intimate Care

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas, which some children may need support in doing because of their young age, physical difficulties or other special needs. Where a child has intimate care needs, an intimate care plan will be written in conjunction with families and designated members of staff take responsibility to provide their care. We address issues on an individual basis and where necessary tailor intimate care plans to meet individual needs.

Staff training

All staff are knowledgeable about intimate care/personal care. They are aware of their responsibilities, relevant policies and procedures in place (including adhering to Child Protection, Health and Safety, Confidentiality). The designated employed adult is CRB checked and, where relevant, staff will receive training for very specific intimate care procedures. They follow the child's care plan and they undertake their duties in a professional manner at all times. They are fully aware of best practice including hygiene.

Intimate care / personal care plan

If a child requires regular assistance with intimate care, staff meet with the parents/ carers to discuss the child's needs and devise an agreed intimate / personal care plan. Relevant health personnel are involved if needed. We monitor and review the plan on a regular basis.

Practice

The designated practitioner who provides the care forms a strong, trusting relationship with the child. They ensure that it is a positive experience that is safe and comfortable for all. Whilst the child is having their needs met, it is treated as a time to converse and promote their personal development. The child is encouraged to undertake as much of the procedure for themselves as possible, including washing intimate areas, dressing/undressing and hygiene. The care suite may be used to attend to a child's needs and every effort is made to ensure privacy and modesty.

Careful consideration is given to the child's individual circumstances to determine how many practitioners might need to be present when a child needs help with intimate care



Working with parents / carers

We work closely with parents/ carers to identify and ensure we meet the child's needs. Cultural and religious values are respected when planning for their care. We seek to engage in regular communication with parents/ carers, and monitor and review the plan together.

Working with outside agencies

We work closely with outside agencies and utilise their knowledge and expertise where necessary. The SENDCo, coordinates this approach.

Disposal of nappies, aprons and gloves safely

We have in place good hygiene practices when disposing waste to stop infection. We follow stringent nappy changing procedures to ensure the safe disposal of waste and dispose of our waste in accordance with the Department of Health and Leeds City Council.

Changing a nappy

Adults changing a nappy must ensure:

- ✓ Hands are washed thoroughly, before and after the change
- ✓ ~~A clean disposable apron and gloves is worn every time a child is changed~~ Full PPE will be worn whilst carrying out intimate care
- ✓ Whilst changing, children's skin is cleaned with disposable wipes
- ✓ Nappy creams and solutions are not routinely applied, unless they are prescription medication
- ✓ Nappies/ 'pull ups', gloves, aprons and wipes are disposed of hygienically and safely by double bagging and placing in a special bin.

Parents/cares are asked to supply resources needed to ensure a child's intimate/personal care needs can be fully met.

This policy has been written in accordance with the Disability Discrimination Act (amended 2005).

Date Agreed	Written By	Review date
September 2020	R. Hoyle	September 2021
Signed (Headteacher)		
Chair of Governors)		



Intimate Care Plan

Child/Young Person:		School/Setting:	
DOB:		Male/Female	Date:

Description of Intimate Care Needs		
Named Person:	Additional People:	Additional Information:

I am in agreement with the above procedures being undertaken: (Please sign as appropriate)

Parent/Carer

SENCO/Inclusion officer

Teaching Assistant(s) Teaching Assistant (s)

Date Date for review

Headteacher: Mrs L Hunter Tel: (0113) 3862500

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