

### Intimate Care Policy

<b>Committee Responsible</b>	Safeguarding and Personnel
<b>Status</b>	Statutory
<b>Review Cycle</b>	Three yearly
<b>Date written/last review</b>	September 2020
<b>Date of next review</b>	September 2023

### Definition

'Intimate care may be defined as an activity required to meet the personal care needs of each individual child and young adult in partnership with the parent, carer and the pupil.' In Strathmore School this may occur on a regular basis or during a one-off incident.

### Rationale

Strathmore School is committed to ensuring that all staff responsible for the intimate personal care of pupils will always undertake their duties in a professional manner. It is acknowledged that these adults are in a position of great trust. Strathmore recognises that all pupils should be treated with respect and privacy at all times when intimate care is given. The pupils' welfare and dignity is of paramount importance. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

This policy supports the safeguarding and welfare requirements of Statutory Framework for the Early Years Foundation Stage (EYFS) 2017 and the Equality Act 2010. This policy supports all Health Protection Agency guidance and links with the school's Healthy and Safety Policy.

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities> We have a duty not to discriminate against people based on their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

### Principles of Intimate Care

The following are the fundamental principles of intimate care upon which our policy guidelines are based:

- Every child has a right to be safe;

- Every child has the right to personal privacy;
- Every child has the right to be valued as an individual;
- Every child has the right to be treated with dignity and respect;
- All children have the right to be involved and consulted in their own intimate care to the best of their abilities;
- All children have the right to express their views on their own intimate care and to have their views taken into account; and
- Every child has the right to have levels of intimate care that are appropriate and consistent.

**Strathmore School will ensure that:**

- No child's physical, mental or sensory impairment will have an adverse effect on their ability to take part in day to day activities;
- No child with a named condition that affects personal development will be discriminated against;
- No child who is delayed in achieving continence will be refused admission;
- No child will be sent home or have to wait for their parents/carer due to incontinence;
- Adjustments will be made for any child who has delayed continence.

**Staff Guidelines**

All staff in the school must follow the procedures and advice outlined when carrying out personal care of pupils. Staff must be aware of the Safeguarding & Child Protection Policy and the Medicines Policy and procedures in place within the school.

- Any special requirements including specific gender requests, or concerns relating to intimate care should be identified and documented within the student's Care Plan or on their pupil medical card under 'Daily Care Requirements – toileting'.
- The carer should select an appropriate environment to deliver intimate Care to meet the student's toileting needs.
- Use the nature of the incident/care required and knowledge of the pupil to make a judgement on how many adults should be involved in personal care. In some cases, it may be advisable to have two adults in attendance.
- Wherever possible students should be encouraged to perform their own intimate care and given the necessary support and encouragement to enable them to do this.
- The care to be delivered should be explained to the student in a manner appropriate to their age and level of understanding.
- Pupil preferred means of communication (e.g. visual, verbal, AAC) must be available and agreed terminology for parts of the body and bodily functions agreed with the Parents/Carers.
- The carer should respond as soon as possible to meet the student's needs with regard to personal hygiene.
- The carer should document any adverse or unusual reactions exhibited by the child/young adult during any intimate care procedures. Any cause for

concern should be reported to Safeguarding Team as outlined in the Child Protection and Safeguarding Policy.

- If a pupil makes an allegation against a member of staff, the procedure set out in the Safeguarding & Child Protection Policy will be followed.
- All intimate care must be carried out with due regard to the Manual Handling requirements/regulations and in such a way that the carers remain safe.

**Parents/Carers are asked to supply the following: -**

- Spare nappies/pads;
- Wipes, creams, nappy/pad sacks etc;
- Spare Clothes;
- Spare underwear.
- Sanitary protection.

Equipment for each pupil must be stored in an appropriate place to ensure everything is kept clean.

**Health and Safety**

The highest standards of hygiene should be maintained throughout the delivery of intimate care.

- Staff should use gloves and aprons to protect themselves and any materials used should be disposed of in the appropriate waste bins.
- Beds should be covered with blue roll, which is disposed of using the clinical waste bags or bins after each use, bed wiped down with hygienic wipes or spray after each student and blue roll sheet replaced for each student.

**Dealing with body fluids:**

- Urine, faeces, blood and vomit will be cleaned up immediately and disposed of safely by double bagging and placing in the waste bags or bins.
- When dealing with body fluids, staff must wear protective clothing (disposable plastic gloves and aprons) and wash themselves thoroughly afterward.)
- Soiled pupils' clothing will be double bagged to go home – staff will not rinse clothing and following infection control advice cannot wash clothing in school.
- Pupils will be kept away from the affected area until the incident has been completely dealt with.
- All staff will maintain high standards of personal hygiene and will take all practicable steps to prevent and control the spread of infection.

Confidentiality should always be maintained between pupil, school and parent/carer. This policy aims to manage risks associated with toileting and the intimate personal care needs and ensures that employees do not work outside the remit of their responsibilities set out in this policy.