

***This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.***



## **Intimate Care Policy**



Intimate care involves areas of personal care, which most people normally do for themselves but some are unable to do because of their stage of development, impairment or disability. We aim to provide intimate care to all children who require it, which acknowledges the responsibilities and protects the rights of everyone involved.

We believe that children have the right to be treated with sensitivity and respect, and in such a way that their experiences of intimate care are positive. We acknowledge that it is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. We also believe that children should be encouraged to have a positive image of their own body. We aim to provide guidance and reassurance to staff, and protect the rights and well being of children.

### **Procedure**

- We will liaise closely with parents/carers of all children to obtain as much information as possible. We will endeavour to take all of their individual concerns into account.
- We are conscious that this is a sensitive issue and will ensure all of our staff are aware of our confidentiality policy. We believe that information on intimate care should only be communicated by sealed letter, personal contact or telephone between parents/carers and the member of staff concerned.
- We will ensure that all staff are familiar with the normal precautions for avoiding infection and that they are aware of our hygiene policy and procedure.
- We will encourage staff to take part in appropriate training, either internal or external, and we will endeavour to provide supervision and induction of all new staff.
- We will endeavour to ensure privacy appropriate to the child's age and situation when carrying out intimate care.
- We will allow the child to care for themselves as far as they are able to, and encourage staff to promote appropriate use of toilets and associated skills.

*“For I know the plans I have for you... plans to give you hope and a future.” Jeremiah 29:11*

- We will be aware of and responsive to the child's reactions, and provide reassurance whenever this is required.

It is not normally practical from the point of view of staffing, for there to be two members of staff involved in intimate care of one child. We will, wherever possible though, advise staff to inform another member of staff when they are going to undertake intimate care of a child. We will take account of how the child to carer ratios will be affected if a staff member needs to escort a child to the toilet or deal with an accident. We will also ensure that all the staff are aware of the child protection policy.

**November 2018**  
**Review July 2020**