**Policy for Intimate Care**

Intimate care is any care which involves carrying out an invasive procedure to intimate personal areas-such as cleaning a child after they have soiled themselves.

In most cases this will involve cleaning a child for hygiene purposes as part of our duty of daily care for children. We recognise that all children need to be treated with respect; the child’s dignity and welfare being of paramount importance.

This issue of intimate care is a sensitive one and requires staff to be respectful of the child’s needs. The child’s dignity should be preserved with a high level of safety, privacy, choice and control, following child protection procedures. Staff will work in partnership with parents/carers to provide continuity of care to young people wherever possible. All staff receive regular training updates on Child Protection issues. Care of children’s welfare is the responsibility of all members of staff.

**Our approach**

**Children with Special Needs**

Children with special needs have the same rights to safety and privacy when receiving intimate care. This will be appropriate to age, stage of development and background.

Intimate care that will be needed on a regular basis to ensure the child is safe and to meet any medical or hygiene needs, will be addressed in the form of a Care Plan, drawn up and agreed by all parties including the child where appropriate. This will state the procedures that will be needed, appropriate training and support provided, and named adults involved to assist. This will be reviewed regularly. On each occasion intimate care undertaken will be logged and signed by the adult/s. A second adult whist not necessarily involved in the care, should be in the vicinity to ensure safety of child and adult alike.

**Supporting Toileting**

There are occasions where children are at a stage where they are unable to clean themselves properly, or may have had an accident which means that intimate care will be needed. In these circumstances, the child will be supported to achieve the highest level of autonomy, which is possible for their age and/or abilities. As adults acting ‘in loco parentis’, it will mean that they will encourage the child to do as much as possible for themselves, providing guidance and reassurance. In some situations where a child is very young or unwell, the adult will need to ensure the child is made as comfortable and safe as possible taking hygiene needs into consideration. It will be explained to the child as appropriate. The support given will be logged and as with all children, another adult needs to be in the vicinity to countersign the log. Parents will need to be informed at the earliest opportunity.

**Injury**

In the case of injury to an area of an intimate nature, trained first aiders will be the initial consultant. It will be explained to the child what they need to do and why, after first seeking permission from the child to do so. If a child is unhappy with this, the parent will be contacted to come in straight away or given the opportunity to talk to the child for reassurance. If the first aider considers that immediate attention may be needed for safety reasons, then their decision will stand and parent contacted immediately. Two adults will be present at all times as for any intimate care and the incident logged.

**Logging of intimate Care**

A confidential log book will be held in the school office. It will need to be completed as soon as possible following the care given, by the ‘lead’ person and counter signed as a true record by the second adult present.

**Intimate care plan**

**The purpose of this plan is to:**

* Ensure that the child is well cared for at Glebe Primary School.
* Ensure the child’s wellbeing, dignity, safety and privacy.
* Ensure that all adults involved in caring for and supporting the child understand the level of support required.
* To support the child becoming more independent in their toileting habits as soon as possible.
* Ensure that the child is clean hygienic and comfortable.

**Permission for the school to provide intimate care:**

|  |  |
| --- | --- |
| **Child’s full name** |  |
| **Male/female** |  |
| **Date of birth** |  |
| **Parent/carer’s full name** |  |
| **Address and contact details** |  |
| **Name of staff involved** |  |
| **Background information regarding the intimate care required** |  |
| **Support required** |  |
| **Frequency of support** |  |
| **Review date** |  |

**Emergency situations:**

In emergency situations we may have to organise for parents to be contacted and requested to come and collect their child or clean them using school facilities.

**I understand that:**

I give permission to the school to provide appropriate intimate care support to my child e.g changing soiled clothes, cleaning and toileting.

I will advise the Headteacher of any medical complaint my child may have which affects issues of intimate care.

* I will continue to work hard to support their child in becoming more independent with his/her toileting.
* **I will try my best to support the school in emergency situations.**

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Full Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Relationship to child:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**