



INTIMATE CARE POLICY



Christian Brothers' Primary School Armagh

Date of Review: 29th August 2024

Review Date: August 2027

Mission Statement/Ráiteas Misin:

The Christian Brothers' Primary School, Armagh is inspired by the vision of Blessed Edmund Rice and is committed to the development and growth of the whole person. Fundamental to the ethos of our school is the recognition of each pupil as an individual with his/her own special abilities, gifts, needs, personality and cultural background.

Our staff are committed to developing the pupil's self-awareness, independence, self-confidence and a self-valuing that enables each to take up his/her own life and to make the right choices.

To this end, our concern centres on the integral development of each child so that all may be enabled to achieve their full potential.

Introduction

This document outlines the approach to Intimate Care in Christian Brothers' Primary School Armagh.

The Intimate Care Policy and guidelines regarding children have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children. Children with disabilities can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.

Definition

Intimate care may be defined as any activity required to meet the personal care needs of each individual child (in partnership with the parents/carers and child).

Intimate care can include:

- Feeding
- Oral care
- Washing
- Dressing/undressing
- Toileting
- First Aid and Medical Assistance
- Supervision of a child involved in intimate self-care

Supervision of a child involved in intimate self-care

Parents/carers have a responsibility to advise staff of the intimate care needs of their child and will be asked to sign a permission slip for a member of staff to help in their child's intimate care. Parents/carers may be contacted first and asked to come to school to assist their child. If a parent is non-contactable then the member of staff appointed will be allowed to supervise and carry out the care needed. Where possible pupils will be encouraged to provide their own personal care under supervision or with prompting.

The parent will be informed at the earliest opportunity that their child has received intimate care. If at any stage a child appears distressed or uncomfortable when personal care tasks are being carried out, the care will stop immediately and parents/carers will be contacted or notified. Parents should inform the school should a situation arise where their child may require support with intimate care.

Intimate care arrangements must be agreed by the school, parents/carers and child. Intimate care arrangements must be recorded in the child's personal file and consent forms signed by the parents / carers and child (if appropriate). Staff should not undertake any aspect of intimate care that has not been agreed between the school, parents / carers and child (if appropriate). The school need to make provisions for emergencies i.e. a staff member on sick leave. Additional trained staff should be available to undertake specific intimate care tasks. Do not assume someone else can do the task. Intimate care arrangements should be reviewed at least six monthly. The views of all relevant parties, including the child (if appropriate), should be sought and considered to inform future arrangements.

Principles of Intimate Care

The following are the fundamental Principles of Intimate Care upon which the policy and Guidelines are based:

- Every child has the 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.
- Every child has the right to be involved and consulted on their own intimate care to the best of their abilities.
- Every child has the right to express their views on their own intimate care and to have such views taken into account.
- Every child has the right to have levels of intimate care that are as consistent as possible.

School Responsibilities

This policy outlines our school's approach to Intimate Care.

All staff undertaking the intimate care of children will be familiar with the Intimate Care Policy and procedures relating to the Child Protection Policy. [Staff should not undertake any aspect of intimate care that has not been agreed.](#)

When a child requires intimate care the task will be carried out by an assistant or when required two assistants in a designated area (Accessible toilets in both blocks). The school will set in place effective communication between parents/carers to ensure practice is consistent. If a pupil's clothing has been changed, the parents/carers will be informed via the template in Appendix A.

At all times the intimate care details and care undertaken will be monitored by the Designated Teacher and Principal.

[Our school recognises that all children have the right to be safe and to be treated with dignity and respect. Any concerns regarding child protection issues will be reported as detailed in the Child Protection Policy.](#)

Guidelines for Good Practice

In our school the delivery of intimate care by professional qualified staff will be governed by their professional code of conduct.

References Materials

Intimate Care Policy and Guidelines

Safeguarding and Child Protection – A guide for schools 2017/04

Menstrual Guidance and Puberty Information

Children are now much younger when they begin their menstrual cycle and it is important that all our children are informed so that they feel comfortable when speaking with a Parent or member of staff especially should they need support to meet their intimate personal needs.

We in Christian Brothers' P.S. Armagh will issue guidance at the beginning of P6 to all female pupils in the year group. This will provide a talking point for Parents at home to help them prepare their daughter for the changes that their body will make over time.

Parents should speak to their children in relation to puberty. Parents and school should keep the information factual, informative, and practical so that pupils do not get embarrassed, worried or think it is something to be secretive about.

Should a pupil start their first Menstrual Cycle during the school day:

- Pupils will ask out to the toilet.
- Pupil will then go to Mrs S Hill's class, knock the door, and ask to speak with Mrs Hill outside the classroom.
- Mrs S Hill will know what the issue is and will signpost the pupil to the intimate care provisions.
- Mrs S Hill will also speak with the child and ask do they wish for their parents/carers to be contacted. If a child feels they want to school to notify parents, teacher will ring the pupil's parent/carer.
- If a pupil feels they need to go home this will also be discussed with the parent during the telephone call and they will advise what they wish their child to do.

Intimate care box will have:

- Sanitary products
- Clean underwear
- Wipes
- Deodorant
- Disposable gloves

It will be Mrs S Hill's responsibility to keep the Intimate Care box stocked.

Appendix A

Parent/Carer Notice

_____ had his/her clothing changed in school today because of:

- A toileting accident in which he/she wet/soiled themselves
- Sickness
- Water spillage at the water tray
- A fall outside
- A spillage at snack time