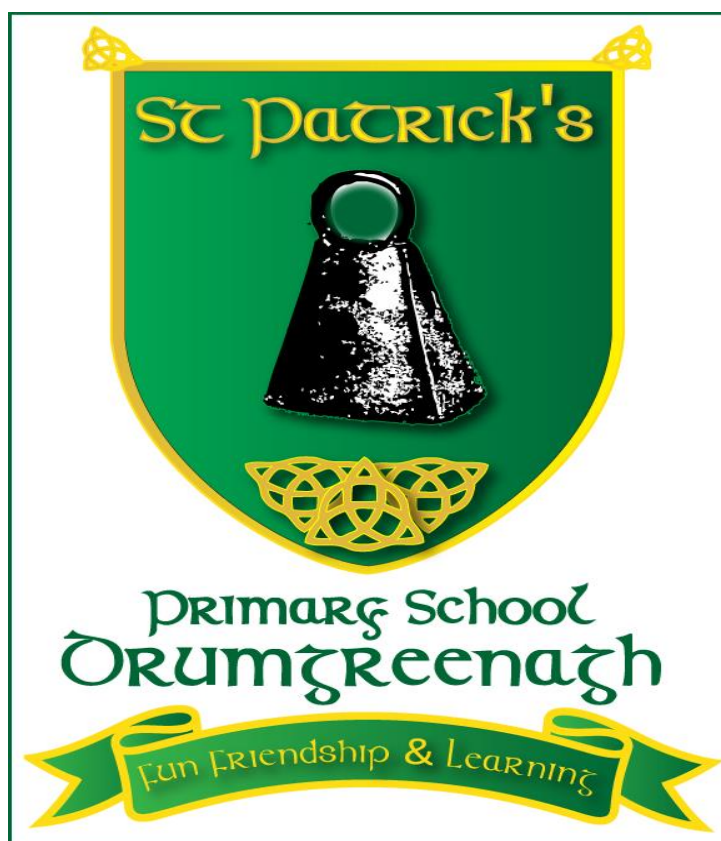


Intimate Care Policy



Policy Adopted: March 2020
Next Review Date 2022

Signed: _____
(Chair of Governors)

Introduction

The Intimate Care Policy and Guidelines have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children in St Patrick's Primary School and are designed to safeguard children and staff.

In St. Patrick's Primary the child is at the heart of our school and the wider Catholic faith community. As a school, we aim to provide a high standard of child-centred education in a safe, supportive, learning environment, where respect and Catholic values are promoted.

Our school motto is **"Fun, Friendship and Learning"**

Aims of St. Patrick's Primary School

In Saint Patrick's Primary we aim to:

- Create a safe, enjoyable learning environment in which effective learning is facilitated and quality teaching is provided
- Implement all aspects of the Northern Ireland Curriculum offering a broad curriculum which will promote intellectual, emotional, social and physical progress in order that pupils can develop as valuable members of society both now and in the future
- Ensure that all pupils, including those with a SEN/disability feel valued. To offer curricular, pastoral and extra-curricular opportunities that allow pupils to develop their knowledge, understanding and skills so ensuring progress, promoting success and self-confidence
- Encourage pupils to respect themselves and others and to support and care for one another
- Develop and strengthen each pupil's understanding and love of Catholic values by promoting the Catholic ethos throughout the school
- Build home/school links to develop a working partnership with parents/guardians
- Involve parents, Board of Governors and the wider community in the life of the school and in the holistic development of the children in our care
- Consider the wishes of the child when planning and implementing SEN provision. When considering the wishes of the child, his/her age and powers of understanding must be taken into account

Definition

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

Intimate Care can include:

- feeding
- oral care
- washing
- dressing/undressing
- toileting
- menstrual care

Principles of Intimate Care

The following are the fundamental principles upon which our policy is based:

Every child has the right to:

- be safe;
- personal privacy;
- be valued as an individual;
- be treated with dignity and respect;
- be involved and consulted in their own intimate care to the best of his/her ability;
- express their views on their own intimate care and to have such views taken into account; and
- have levels of intimate care that are as consistent as possible.

Roles and Responsibilities

- All staff working with children must be vetted through Access NI Checks
- Staff must be aware of, and understand, the Intimate Care Policy and Guidelines within the context of their work
- Parents/carers have a responsibility to advise staff of the intimate care needs of their child (if appropriate)
- Intimate care arrangements are agreed by the school, parents/carers and the child (if appropriate)
- Intimate care arrangements must be recorded and consent forms signed by the parents/carers and child (if appropriate)
- Any intimate care needs e.g. washing/changing a child should be recorded by the teacher / classroom assistant
- Staff should not undertake any aspect of intimate care that has not been agreed by the school, parents/guardians and child (if appropriate)
- All children have the right to dignity and privacy. If the child appears distressed or uncomfortable when personal tasks are being carried out, reassurance should be provided and the parent/guardian should be contacted.
- If a staff member has concerns about a colleague's intimate care practice they must immediately report this to Ms Mc Conville the Designated Teacher for Child Protection.

Guidelines for Good Practice

1. Involve the child in their intimate care

Try to encourage a child's independence as far as possible in his/her intimate care. Where the child is fully dependent, talk with him/her about what is going to be done and give him/her choice where possible.

Check your practice by asking the child/parent any likes/dislikes while carrying out intimate care and obtain consent.

Communication with children:

- Ascertain how the child communicates e.g. consult with child, parent / guardian and, if appropriate, record communication needs (please refer to Appendix 1)
- Make eye contact at the child's level
- Use simple language and repeat if necessary
- Wait for response
- Continue to explain to the child what is happening even if there is no response
- Treat the child as an individual with dignity and respect

2. Treat every child with dignity and respect and ensure privacy appropriate to the child's age and situation.

3. Make sure practice in intimate care is consistent

A consistent approach to intimate care is essential. Effective communication between school / parents / carers ensures practice is consistent.

4. Be aware of own limitations

Only carry out care activities you understand and feel competent and confident to carry out. If in doubt **ASK**.

5. A concern **MUST be reported.**

- If you observe any unusual markings, discolorations or swelling including the genital area, report immediately to the designated teacher- Ms E Mc Conville or any member of the Safeguarding Team
- Report and record any unusual emotional or behavioural response by the child
- A written record of concern must be made and kept in the child's personal file
- It is important to follow the school's reporting and recording procedures
- Parents/carers must be informed about concerns

Current Intimate Care practice

- If a child needs intimate care the classroom assistant (CA)/teacher will bring the child to the toilet and ask him/her to remove the wet clothing
- The CA/teacher will give the child dry clothes to put on- the child will enter the cubicle and close the door, the assisting adult will remain in the toilet area
- If a child requires assistance dressing/ undressing the CA/ teacher will send for another adult
- The CA/teacher will reassure the child and ensure minimal distress
- The wet clothes will be sent home in a plastic bag
- In the event of a child having soiled him/herself the parents/guardians will be contacted and asked to take the child home for cleaning and changing



I have received a copy of the school's Intimate Care Policy.

I would/ would not like to discuss the School's Intimate Care Policy with a member of staff.

Signed: _____

Name: _____

Date: _____



Parental Permission for Intimate Care

I give permission for my child(ren) to receive intimate care (e.g. help with changing or following toileting) when necessary.

I understand that I will be informed discretely should the occasion arise.

Signed: _____ Date: _____

Record of Intimate Care

Name of Child	Date	Time	Comments	Staff involved	Signature