

## **Mossley Nursery School Intimate Care Policy**



### **Rationale**

It is our intention to develop independence in each child, however, in the nursery there will be occasions when help is required. our intimate care policy has been developed to safeguard children and staff. it is one of a range of specific policies that contribute to our pastoral care policy. the principles and procedures apply to everyone involved in the intimate care of children.

Very young children are generally more vulnerable than adults and staff involved with any aspect of pastoral care need to be sensitive to their individual needs. staff have parental responsibility whilst the children are in our care and the needs of the child must be at the center of any decision made or acted on

Intimate care may be defined as any activity that is required to meet the personal needs of an individual child on a regular basis or during a one-off incident. Such activities can include:

- Feeding
- Oral care
- Washing
- Changing clothes
- Toileting
- First aid and medical assistance

Supervision of a child involved in intimate self-care. Parents have a responsibility to advise the school of any known intimate care needs specifically relating to their child.

### **PRINCIPLES OF INTIMATE CARE**

The following are the fundamental principles of intimate care upon which our policy 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
- 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 such views taken into account
- Every child has the right to have levels of intimate care that are appropriate and
- consistent.

### **SCHOOL RESPONSIBILITIES**

All staff working with children are vetted by AccessNI. This includes student on work placement and volunteers. Vetting includes criminal record checks and two references. Only permanent members of staff vetted by AccessNI and who are familiar with your child will assist with intimate care. These staff are trained and fully aware of all policies of the school. Students, sub-teachers and parent helpers will not be involved.

Where anticipated, intimate care arrangements are agreed between the school and the parents and, if appropriate, by the child. Consent forms are signed by the parent and stored in the child's file. If in an emergency an intimate care procedure was required and the parental consent form had not been signed, parents would be contacted immediately. Our intimate care arrangements are reviewed every six months and amended where needed. If a staff member has concerns about a colleague's intimate care practice he or she must report this to the designated teacher for child protection.

## **GUIDELINES FOR GOOD PRACTICE**

All children have the right to be safe and to be treated with dignity and respect. These guidelines are designed to safeguard children and staff. They apply to every member of staff involved with the intimate care of children. Young children and children with special educational needs can be especially vulnerable. Staff involved with their intimate care need to be particularly sensitive to their individual needs. Staff also need to be aware that some adults may use intimate care as an opportunity to abuse children. It is important to bear in mind that some forms of assistance can be open to misinterpretation. Adhering to the following guidelines of good practice should safeguard children and staff.

1. Involve the child in their own intimate care.

In Mossley Nursery School we try to encourage a child's independence as far as possible in his or her intimate care. Where a situation renders a child fully dependent, we will talk about what is going to be done and give choices where possible, eg 'would you like me to help you or would you like to do it yourself?'

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

Where possible, one child will be cared for by one adult, unless there is a sound reason for having more than one. In the event of an intimate care procedure, the adult must inform another member of staff.

3. Make sure practice in intimate care is consistent.

As a child may have multiple carers a consistent approach to care is essential. Effective communications between all parties ensures that practice is consistent.

4. Beware of your own limitations.

Only carry out activities you understand and feel competent with. If in doubt, ASK. Some procedures must only be carried out by members of staff who have been formally trained and assessed - for example, for children with complex medical needs.

5. If you have any concerns you must report them.

If you observe any unusual markings, discolouration or swelling report it immediately to the designated teacher for child protection. If a child is accidentally hurt during the intimate care or misunderstands or misinterprets something, reassure the child, ensure their safety and report the incident immediately to the designated teacher. Report and record any unusual emotional or behavioural response by the child. A written record of concerns must be made available to parents and kept in the child's personal file.

Other relevant documents - Mossley Nursery School Child Protection Policy.

### **IN THE EVENT OF HEAVY SOILING/SICKNESS**

At Mossley Nursery we are equipped with a rise and fall change facility and shower. Only in extreme circumstances in order to make the child comfortable more quickly we may need to use this facility. Staff would both contact parents to seek permission and also listen to the child's wishes before using this procedure.

### **COMMUNICATION WITH CHILDREN**

It is the responsibility of all staff caring for a child to ensure that they are aware of the child's method and level of communication. Depending on their maturity and levels of stress children may communicate using different methods - words, signs, symbols, body movements, eye, pointing, etc.

To ensure effective communication:

- 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 and
- treat the child as an individual with dignity and respect.

If a child is showing any signs of stress and not wanting to be assisted by staff, the parents will be contacted and the child made as comfortable as possible until parents arrive.

This intimate care policy should be read in conjunction with the following -  
Mossley Nursery School's Child Protection Policy  
Health and Safety Policy and Procedure  
Staff Code of Conduct.

These are available in school or on the website . Please ask at the school office