



INTIMATE CARE POLICY

Compliance statement

Every policy is reviewed at regular intervals and where applicable, as stipulated by law.

Each policy is also available in additional formats including Braille and in additional languages upon request, within reasonable timescales as stipulated by the school.

Reviewer/s:	Danielle Ashley
Last reviewed on:	November 2023
Next review due by:	December 2024
Approved by:	Full Governing Board

‘Together we can, with Christ by our Side.’

All children at St. Joseph's Catholic Federation are treated with dignity and respect. We are an inclusive school and do admit children who are not fully toilet trained, but we feel that it benefits the child if he/she is out of nappies or at least working towards this by the time they start school.

To facilitate this we:

- Work will be carried out with parents towards toilet training, unless there are medical or developmental reasons why this may not be appropriate at the time.
- Toilet training is seen as a self-care skill that children have the opportunity to learn with the full support and non-judgmental concern of adults.

This policy should be read in conjunction with the school policies below:

- Safeguarding and Child Protection Policy
- Staff Code of Conduct
- 'Whistle-blowing' policy
- Health and Safety Policy
- Special Educational Needs Policy
- Supporting pupils with medical conditions policy

Definition

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some pupils are unable to do because of their young age, physical difficulties or other special needs.

Examples include care associated with continence as well as more ordinary tasks such as help with washing, toileting or dressing.

This policy sets out the procedures we will follow when carrying out such tasks with children in our EYFS.

All parents/carers are asked to provide spare clothes in a bag regardless of whether their child is toilet trained.

It also states the roles and responsibilities of both the home and school and has an agreement/consent form for parents to sign.

Guidance for intimate care needs over and above accidents

- The management of all children with intimate care needs will be carefully planned
- Where specialist equipment and facilities above that currently available in the school are required, every effort will be made to provide appropriate facilities in a timely fashion, following assessment by a Physiotherapist and/or Occupational Therapist.
- There is careful communication with any pupil who requires intimate care in line

- with their preferred means of communication to discuss needs and preferences.
- Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation.
- Pupils will be supported to achieve the highest level of independence possible, according to their individual condition and abilities
- Individual care plans will be drawn up for any pupil requiring regular intimate care
- Careful consideration will be given to individual situations to determine how many adults should be present during intimate care procedures. Where possible one pupil will be cared for by one adult unless there is a sound reason for having more adults present. In such a case, the reasons will be documented.
- Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the care plan.
- The needs and wishes of children and parents will be taken into account wherever possible, within the constraints of staffing and equal opportunities legislation.

Child Protection

Child Protection Child Protection and Multi-Agency Child Protection procedures will be adhered to at all times.

All members of staff carrying out intimate care procedures are DBS checked. It is not appropriate for students or volunteers to carry out intimate care procedures.

If a child makes an allegation about a member of staff, this will be investigated in accordance with agreed procedures.

Disabilities

The Governing Body recognises its duties and responsibilities in relation to the Disability Discrimination Act which requires that any child with an impairment that affects his/her ability to carry out normal day-to-day activities must not be discriminated against.

Questions and Answers

Who will change the nappy/wet/soiled clothing?

- A member of staff with an NNEB qualification or an NVQ3 certificate in childcare. There will always be 2 adults in the vicinity in line with Safeguarding procedures.
- Any nappy changes will be recorded in a confidential record book. ▪ Older children will be required to change themselves if able.

Where will changing take place?

- In the EYFS or general toilet area.

What resources will be used?

- A changing mat, aprons, gloves, antibacterial wipes, nappy sacks, nappies, baby wipes.

How will the nappies be disposed of?

- Put in a nappy sack and in the hygienic disposal nappy bin.
- Older children will be provided with clean underwear with their own soiled underwear bagged up to be sent home.

What infection control measures are in place?

- Staff will wear disposable gloves and aprons while dealing with the incident.
- Changing area will be cleaned after use.
- Hot water and liquid soap is available to wash hands as soon as the task is completed.
- Paper towels are available for drying hands.

What will the staff member do if the child is unduly distressed by the experience?

- Staff will comfort and reassure the child, talk through what they are doing and ensure the change is completed swiftly to ensure the stress is not prolonged.

What will the staff member do if he/she notices marks or injuries on the child?

- Follow the school Child Protection and Safeguarding Policy and report it to the Designated Safeguarding Lead and the EYFS Stage Leader.

Procedures

1. Inform an adult in the vicinity.
2. Prepare everything before changing the child.
3. Wipe until clean.
4. Dispose of nappy appropriately or place soiled clothing in a bag.
5. Check area is clean.
6. Wash hands.
7. Record confidentially.
8. Inform parent at the end of the session, school day.



When needed:

- parents/carers are asked to provide spare clothes in a bag regardless of whether or not their child is toilet trained.
- Parents/Carers are expected to provide a bag with a suitable amount of nappies and wipes if required.

The Parent/Carer:

1. I agree to ensure that my child is changed at the latest time before being brought into school.
2. I agree to provide the school with spare nappies/wipes (if required) and a change of clothing.
3. I agree to inform the school should my child have any marks/rash.

St. Joseph's Catholic Federation:

1. We agree to changing your child during a session should the child soil themselves or become wet.
2. We agree to monitor the number of times your child is changed.
3. We agree to report should your child be distressed, or if marks/rashes are seen.

Parent/Carer Statement

I have read St. Joseph's Catholic Federation Primary School EYFS Intimate Care Home/School Partnership Agreement.

Child's Name:

Date:

Signed: