



**Ivington C of E
Primary and
Pre-school**

*Reaching together with the Fruit of the
Spirit (Galatians 5:22-23)*

Intimate Care Policy

Approval of the Governing Body

This document is a statement of the aims, principles and strategies for:

Intimate care Policy

At

Ivington CE (VA) Primary and Pre-school.

It was revised during the:

Spring Term 2023

It has been agreed and is supported by the teaching staff and the governing body.

We aim to review this policy during the:

Spring Term 2026

Or sooner if necessary



Linking with our Vision – Reaching together with Love, Joy and Peace (Galatians 5:22-23)

To provide a caring, Christian ethos for the school, which inspires and excites a shared enthusiasm for life and learning.

At Ivington CE Primary and Pre-school, through our strong Christian ethos and focus on nine important Christian values, we are committed to providing a deeply nourishing, spiritual, ambitious, and broad curriculum.

Our motto, 'Reaching together' underpins our belief in equality of opportunity for all, where we actively endeavour to promote understanding and appreciation of our diverse society and give each child a special place in the world where they feel valued, essential to our community and equipped with the necessary skills to make a positive contribution.

We perceive our role to be opening a 'Window on the World', through which our pupils are actively encouraged to develop respect for the beliefs and cultures which enrich their everyday lives and encourage others to do likewise.

We strive to eliminate inequality through our deep Christian ethos of respect and understanding of all groups in society, which ensures that everyone at Ivington will be treated fairly despite his or her creed, colour, disability, or gender.

More details are available in our Inclusion, Racial Equality and Equal Opportunities policies.

The health, safety, and welfare of all the people who work or learn at our school are therefore of fundamental importance. We aim to provide a safe, secure, and pleasant working environment for everyone. The governing body, along with the LA, takes responsibility for protecting the health, safety and welfare of all children and members of staff.

Intimate Care Policy

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas some children will be able to carry out these functions themselves, but we recognise some children may need support in doing because of their young age, physical difficulties or other additional needs.

This intimate care policy has been developed to safeguard children, support staff and ensure good practice is followed. At Ivington all staff are checked with the Disclosure and Barring Service (DBS) and we are committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. We believe that every child has the right to feel safe and secure. We believe that the intimate care of children cannot be separated from other aspects of their learning and development. We do not discriminate against children who have not yet reached the stage to manage their personal hygiene, we welcome all children to our school and provide appropriate support for each child on an individual basis.

We recognise the need to treat all children with dignity and respect when intimate care is given. No child should be attended to in a way that causes distress, embarrassment or pain.

We aim to:

- Safeguard the rights and promote the welfare of all children and young people including those who may be more vulnerable to abuse.
- Provide guidance and reassurance to staff whose duties may include intimate care.
- Assure parents and carers that staff are knowledgeable about personal care and that their individual needs and concerns are taken into consideration.
- Remove barriers to learning and participation, protect from discrimination and ensure inclusion for all children and young people within our setting.

Our approach to Best Practice

Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.

Any child who requires intimate care is treated with respect at all times; we recognise that the child's welfare and dignity is of paramount importance.

We will work with parents and children to establish a preferred procedure for supporting the child in our care with their personal intimate needs.

Where these procedures may require specialist training, we will seek out the relevant training for staff who will be involved in a child's care, ensuring that the child's key person and at least one other staff accesses the training.

The designated practitioner who provides the care (when possible the child's Key-person) forms a strong, trusting relationship with the child. They ensure that it is a positive experience that is safe and comfortable for all. Whilst the child is having their needs met, it is treated as a time to interact and promote their personal, social and emotional development.

Each child; age and developmentally appropriate is encouraged to undertake as much of the procedure for themselves as possible, including washing hands, dressing/undressing, hygiene and toileting.

The children's toilets areas and nappy changing facilities/areas are used to attend to children's needs and every effort is made to ensure privacy and modesty. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child is toileted. If a child refuses assistance or is unhappy or anxious about the care being provided, we will call parents/ carers at the earliest opportunity and the issue will be addressed and discussed with parents/carers to ensure that we continually meet a child's needs. The parent/carer may be asked to take the child home if the child is distressed or unwell.

Whenever possible, another staff member will be close by when a intimate procedure is being carried out. No adult will be left alone with a child behind closed doors when carrying out intimate care procedures (doors are open but the child is given privacy) . This is to safeguard both the child and the adult.

Working with parents

We believe that our partnership with parents is an essential principle in our setting and is particularly necessary in relation to children needing intimate care. We recognise that the information required to carry out intimate care is available from parents and prior permission must be obtained from parents before intimate care procedures are undertaken. Parents should be encouraged and empowered to work with staff to ensure that their child's needs are identified, understood and met. This may include Health Care plans and any other plans which identify support of intimate care where appropriate.

We acknowledge that cultural and diversity influences may affect what is deemed 'intimate' and ensure we pay regard to social, ethnic and cultural perspectives through open dialogue with parents.

All information concerning intimate care procedures is recorded (Toilet training/changing record) and is stored securely.

We acknowledge that children sometimes have toileting 'accidents' which are out of character for them. In the event of the absence of consent for intimate care, staff will encourage the child to do as much for themselves as possible and parents will be

informed the same day. On rare occasion where the child is unable to clean themselves to a comfortable state, parents will be contacted immediately so that the child can be taken home for bathing.

The Protection of Children

Child protection will be adhered to.

All children will be taught personal safety skills carefully matched to their level of development and understand to build their confidence and assertiveness about their own body and it's worth. Confident and assertive children who feel their body belongs to them are less vulnerable to abuse.

If a staff member has a concern about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. they will immediately report concerns to the appropriate designated person for child protection - Mrs M Smith

If a child becomes distressed or unhappy about being cared for by a particular staff member, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution.

Allegations of Abuse

Personnel working in intimate situations with children can feel particularly vulnerable. Action will be taken immediately should there be any discrepancy of reports between child and (care giver) practitioner. Where there is an allegation of abuse, the guidelines in the Child Protection procedures will be followed. If staff are concerned about a child's demeanour during or following intimate care, or has responded to or said something that has caused concern during the intimate care, they will report such incidents immediately to one of the Designated Safeguarding Leads who will follow the correct safeguarding procedures.

Health and Safety

Staff must always wear disposable gloves and aprons when dealing with a child who is bleeding, soiled or when changing a soiled nappy. (school will provide gloves/aprons, a bin and liners to dispose of waste). Certain viruses e.g. COVID19, will require the use of face masks also to be worn by staff members during intimate care procedures. If there are concerns that there may be spitting or splashes, then close fitting eye goggles should be worn should be worn by the staff member. Any soiled waste should be placed in a polythene waste disposal bag (nappy sack) which can then be sealed. This bag should then be placed in a bin (with liner) which is specifically for such waste, then taken to the skip as earliest opportunity. The bin is emptied at the end of everyday and cleaned. Staff members will wash their hands for

a minimum of 20 seconds with anti- bacterial soap and hot water before and after intimate care procedures.

Policies

These guidelines should be read in conjunction with policies:

- Health and Safety policy
- Child Protection Policy
- Safeguarding Policy
- Confidentiality Policy
- Complaints Policy

Dear Parents,

I am writing to you regarding occasions when your child may need support with intimate care routines. We have drawn up the attached guidelines to ensure that your child's needs are met in a professional and dignified manner at all times.

I would be grateful if you could sign and return the slip below once you have read the guidelines and agree to the school carrying out 'intimate care' procedures when necessary.

Yours Sincerely,

Headteacher

I have read a copy of the school's 'Personal and Intimate Care Policy.'

I agree to the school carrying out 'intimate care' on my son/daughter when necessary.

Name: _____

Signed: _____

Name of child: _____

Date: _____