

Shurdington CofE Primary  
Be the **BEST** we can be, through love.  
**Believe Enjoy Succeed Together**

'Love God and love your neighbour as you love yourself.'  
Matthew 22, verses 37 and 39.

### **Policy for Intimate Care**

Shurdington Church of England policies are written in the spirit of Christian values

#### Policy Statement

Shurdington Primary School aims to support children's care and welfare on a daily basis in line with their individual needs.

Our purpose is;

- To safeguard the rights and promote the best interests of the children.
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one.
- To safeguard adults required to operate in sensitive situations.
- To raise awareness and provide a clear procedure for intimate care.

This policy sets out clear principles and guidelines on supporting intimate care with specific reference to toileting.

This intimate care policy should be read in conjunction with the following;

- Child Protection Policy
- Special Educational Needs and Disabilities Policy
- Supporting Pupils at school with Medical Conditions Policy
- Health and Safety Policy
- This policy supports the safeguarding and welfare requirements of the Early Years Foundation Stage.

The Governing Body will act in accordance with Section 175 of the Education Act 2002 and Keeping Children Safe in Education (September 2023) to safeguard and promote the welfare of pupils at this school.

Shurdington Primary School takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care. Meeting a pupil's intimate care needs is one aspect of safeguarding.

The Governing Body recognises its duties and responsibilities in relation to the Equality Act 2010 which requires that any child with a medical impairment that affects his/her ability to carry out day-to-day activities must not be discriminated against.

#### Principles

It is the right of the child to be treated with sensitivity and respect, and in such a way that their experience of personal care is a positive one. As far as possible the child should be allowed to exercise choice and should be encouraged to have a positive image of their body.

There should be recognition that toileting support can involve risks for both the child and any adults in attendance.

Intimate Care Tasks – cover any task that involves:

- Dressing and undressing
- Washing including intimate parts

- Helping someone use the toilet
- Changing nappies/pads/continence products where a medical need is identified
- Carrying out a procedure that requires direct or indirect contact to an intimate personal area.

By Reception, most children are able to independently manage their own toileting needs. Children are encouraged to visit the toilet as needed and good hygiene rules are reinforced.

If a child accidentally wets themselves, they will be provided with wipes and encouraged to clean themselves. Wet clothing will be bagged and clean, dry clothing / PE kit will be available.

When accidental soiling occurs, a member of staff will support cleaning and changing. As there are limited showering facilities in school, parents may be contacted if the child cannot be cleaned by wipes alone. If there are concerns around frequent wetting or soiling, staff will meet with parents to discuss the child's individual needs.

Some children will come to school with ongoing/specific physical or medical issues. If the child requires a medical / intimate care plan, advice may be sought from the school nurse and / or Physical Disabilities advisory teaching service.

### Procedures

- Children not left in wet/soiled clothing.
- Children are reminded at regular times to go to the toilet.
- New children have a general 'induction' tour of the toilet to make them feel safe and comfortable.
- Children are encouraged to wash their hands after using the toilet and use hand driers.

### Children with SEND

Some children with SEND may require intimate care beyond early years and throughout school. Where this is required, staff will seek additional support and may meet with parents and / or external professionals to write a personalised intimate care plan.

### Partnership with Parents/Carers

Staff work in partnership with parents/carers to provide care appropriate to the needs of the individual child and together will produce a care plan. The care plan will set out:

- What care is required.
- Number of staff needed to carry out the task (if more than one person is required, reason will be documented).
- Additional equipment required.
- Child's preferred means of communication (e.g. visual, verbal). Agree terminology for parts of the body and bodily functions.
- Child's level of ability i.e. what tasks they are able to do by themselves.
- Acknowledge and respect for any cultural or religious sensitivities related to aspects of intimate care.
- Be regularly monitored and reviewed in accordance with the child's development.

Parents/Carers are asked to supply the following if required:

- Spare nappies/pads/continence
- Wipes, creams, nappy sacks etc.
- Spare Clothes
- Spare underwear

### Best Practice

When intimate care is given, the member of staff explains fully each task that is carried out, and the reason for it. Staff encourage children to do as much for themselves as they can, lots of praise and encouragement will be given to the child when they achieve.

### Dealing with body fluids

Urine, faeces, blood and vomit will be cleaned up immediately and disposed of safely using the disposal bins provided. When dealing with body fluids, staff wear protective clothing (disposal plastic gloves) wash themselves thoroughly afterward. Soiled children's clothing will be bagged to go home. Children will be kept away from the affected area until the incident has been completely dealt with. All staff will take all practicable steps to prevent and control the spread of infection.

### Sensitivity and Respect

- Each child will be spoken to by name and given explanations of what is happening.
- Privacy appropriate to the child's age and situation will be provided.
- The child will be encouraged to care for themselves as far as possible.
- Items of good quality, appropriately sized spare clothing will be readily available or provided by parents if the child has a medical condition which results in toileting accidents.

### Safeguarding Children and Adults

Staff ensure that children are healthy and safe at all times.

- Adults dealing with the toileting needs of children are employees of the school and have undergone enhanced DBS disclosure.
- All staff are aware of the school's protocol and procedures following an induction and are kept informed of updates via the school's designated safeguarding lead.
- All staff have received appropriate safeguarding training and will receive support where necessary.
- The parents are informed as soon as possible and staff should have the opportunity to raise any concerns or issues.
- The normal process of cleaning a child should not raise child protection concerns, and there are no regulations that indicate that a second member of staff must be available to supervise the process to ensure that abuse does not take place. DBS checks are carried out to ensure the safety of the children with staff employed by the school. If there is known risk of false allegation by a child or parent, then a single member of staff should not clean a child unsupervised.

### Health and Safety

In the case of a child accidentally wetting, soiling or being sick whilst on the premises:

- Staff should wear disposable gloves to deal with the incident.
- Ensure soiled clothing is bagged and tied.
- Hot water and soap is available to wash hands as soon as the task is completed.

### Roles and Responsibilities

If it becomes evident that a child has an ongoing problem that requires regular intimate care intervention, the school will make arrangements with the parent/carer for the long term resolution of the problem. This is likely to include a intimate care plan created with the parent/carer as well as external reference to a Health Care professional.

### Advice and Support

*There are other professionals who can help with advice and support. School Nurses and Advisory teachers have expertise in this area and can support.*

*Through the following actions discussed in this policy we will endeavour to support all parties;*

- Staff will work closely with parents/ carers on all aspects of the child's care and education.*
- Ensure all staff have an understanding of safeguarding/ child protection and how to promote all children from harm. This includes identifying signs and symptoms of abuse and how to raise these concerns in the most appropriate and speedy manner.*

### *Girls Sanitary Needs*

- There are sanitary disposal facilities in the KS2 girls toilets. Girls are advised to use these facilities.*
- There are emergency sanitary protection products available in the year 6 teacher's cupboard. . Girls are encouraged to speak to any member of staff they feel comfortable with.*
- Girls are informed where the emergency products are stored.*