

WEST BRETTON J&I SCHOOL

INTIMATE CARE POLICY

Rationale

Intimate care/assistance and activities requiring close personal contact can be identified as any personal care/assistance that involves contact with a pupil's body and personal space.

In addition to care, safety and hygiene, the procedures must have due regard for dignity and privacy and take in to account age, gender, culture, physical and developmental needs.

Purpose

The purpose at West Bretton Junior & Infant School is to:

- Uphold rights to privacy and dignity
- Identify situations which require close personal/intimate contact
- Recognise the responsibilities of the adults involved and safeguard them from unfounded allegations
- Safeguard all those involved from any misinterpretation of action
- Ensure consistency of action whilst being sensitive to individual need
- Dispose of waste safely

Guidelines

The guidelines attached to this policy cover a variety of activities and it needs to be accepted that on some occasions a degree of flexibility and judgement will be required. The guidelines are in addition to the school's Child Protection Policy, Health and Safety Policy and Police Clearance Procedures. Any child requiring intimate care has an intimate care plan, signed by the child, parent(s) and staff involved.

Police Clearance

All adults designated for intimate/close personal contact will have undergone statutory CRB (Criminal Records Bureau) checks if employed before 2002. All adults assisting with toileting will be employees of the school.

Child Protection

All child protection matters must be reported to the designated person in school responsible for child protection. Procedures should follow the Child Protection Policy. The designated person is Mrs J Womersley. Child Protection Training should be an ongoing part of training.

Health and Safety

All staff should be aware of safe moving and handling procedures. Pupils requiring considerable assistance will have been assessed by the Occupational Therapist and their advice should be followed. Any health and safety concerns or queries should be taken up with Mrs J Womersley who will act upon the information.

Parents/carers

Parents should provide

- Spare clothes and a bag for soiled clothing
- Sanitary towels if appropriate
- Contenance pads if appropriate
- Wipes

Parents will be informed when

- Their child has had a change of clothes. Soiled or marked clothes will be returned in a plastic bag.

The role of students/volunteer helpers

Students/volunteer helpers/parents

- Should NOT assist with toileting pupils
- MAY assist with changing if appropriate and under close supervision of staff
- MUST NOT assist with any feeding requiring medical training
- MUST NOT respond to emergency situations around feeding/choking
- MAY assist at the dining table in general situations
- MUST be supervised
- MUST NOT be alone with pupils except in extreme/emergency situations.