

St Hilda's CE Primary School

Intimate and Personal Care Policy



Rationale

We believe that there is a need to provide a whole school policy on care routines for pupils in school, where these routines are of an intimate nature, to ensure that:

- We provide a high quality of intimate care for pupils, both physically and emotionally, to safeguard their wellbeing
- Recognised procedures are in place to provide guidance to staff undertaking care duties and to provide protection for both staff and pupils

We believe this is particularly important as an increasing number of children and young people with disabilities and medical conditions are attending mainstream school settings, some of whom require adult assistance for their personal and/or intimate care needs.

We are also aware of our responsibilities under the Equality Act 2010 to make 'reasonable adjustments' to avoid disabled pupils being put at a substantial disadvantage to their non-disabled peers.

Definitions

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are unable to do.

Intimate care tasks are associated with bodily functions, body products and personal hygiene that demand direct or indirect contact with, or exposure of the genitals. Examples include support with dressing and undressing (underwear), changing incontinence pads and nappies, helping someone use the toilet or washing intimate parts of the body. For female pupils, this may also include assisting with the changing of sanitary products during menstruation.

Personal care tasks include help with feeding, prompting to go to the toilet, washing non-intimate body parts or support with dressing and undressing. Help may also be needed with changing colostomy bags, catheters and other such equipment. It may also require the administration of rectal medication.

The extent and detail of assistance/supervision required will vary according to the age, independence, emotional and medical needs of the pupil concerned.

Vulnerability to Abuse

Children and young people with disabilities are particularly vulnerable to abuse and discrimination. All staff in school have a responsibility to be familiar with our Safeguarding and Child Protection policy and procedures.

Principles and Procedures

To meet the needs of identified pupils as effectively as possible, school will:

- Treat pupils sensitively and with dignity whilst encouraging them to be as independent as possible
- Assess the needs of each pupil as an individual and plan their care appropriately

- Involve the child in their care as much as possible and enable them to express their opinions and preferences about their care wherever possible
- Be aware of and sensitive to the communication methods used by a child, whether these be signs, symbols or vocalisations
- Communicate effectively with the pupil throughout the care process in an age and developmentally appropriate manner
- Communicate effectively with parents and keep them up to date
- Communicate with involved professionals about aspects of intimate/personal care where appropriate
- Follow LA guidelines on changing procedures for pupils, where available
- Seek specialist advice on moving and handling where necessary. For pupils whose intimate care needs are those that would ordinarily be provided by a parent or carer, this may not be necessary
- Provide appropriate facilities and equipment
- Plan for appropriate provision during educational visits and other off-site experiences
- Ensure staff involved in intimate care are familiar with care procedures for each pupil identified
- Ensure staff follow school hygiene procedures (see attached)
- Establish that staff must seek advice if they are unsure of care routines or any other matter
- Ensure that staff are aware of school policies
- Ensure that any religious or cultural values are taken into account
- Only members of staff employed by school will undertake intimate care duties

Parents should:

- Keep school staff updated about any changes in a pupil's care needs for whatever reason
- Provide nappies/continence aids, wipes if a particular brand/type is desired, and spare clothing as appropriate

Related documents:

- St Hilda's CE Primary School Child Protection Policy 01/15
- St Hilda's CE Primary School Safeguarding Policy 10/16
- St Hilda's CE Primary School Confidentiality Policy 01/15

JC, 09/17