



Intimate Care Policy-January 2020

Our Principles:

Bulphan C of E Academy has an inclusive practice and have an agreed Intimate Care Policy for those pupils with specific medical needs.

Staff who work with young children or children / young people* who have special needs will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing or bathing.

Children's dignity will be preserved, and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to pupils have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at Bulphan C of E Academy work in partnership with parents / carers to provide continuity of care to children / young people wherever possible.

Bulphan C of E Academy is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. Staff at Bulphan C of E Academy recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Our Approach to Best Practice:

At Bulphan C of E Academy, all children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in moving and handling) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist / occupational therapist as required.

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.

There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss the child's needs and preferences. The child is aware of each procedure that is carried out and the reasons for it.

As a basic principle, children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves.

Individual Care Plans will be drawn up for particular children as appropriate to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer and health.

Each child's right to privacy will be respected. In order to protect both children and staff, two adults are always present when intimate care is given and this is documented.

Parents / carers will be involved with their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangements will be recorded on the child's Care Plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation.

The SENDCo will monitor the child's intimate care arrangements on a regular basis to ensure that the needs of the child / young person are being met and that the child / young person is happy with the quality of care they receive.

The Protection of Children

Education Child Protection Procedures and Inter-Agency Child Protection procedures will be accessible to staff and adhered to.

Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the **Designated Safeguarding Lead** (Sally Finch) or, in their absence, the **Deputy Safeguarding Lead** (Terri Fitter) and procedures will be followed in line with the school's Child Protection Policy.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, 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. Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed in line with the school's Child Protection Policy and following the SET procedures (Southend, Essex and Thurrock)
* *where 'children' are mentioned in this document, the term will also include young people.*