



Rode Heath Primary School

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Rode Heath
PRE-SCHOOL

Intimate Care Procedure

Statement of intent

When providing intimate care we will ensure that the child's safety, dignity and privacy are maintained at all times.

'Intimate care' covers any task that involves the washing, touching or carrying out a procedure to intimate personal areas and is associated with bodily functions and personal hygiene, including, toileting, washing, dressing, and menstrual care.

Staff at Rode Heath Primary School and the extended services that provide intimate care will do so in a professional manner. Staff are aware of safeguarding issues and will have relevant training (e.g. health and safety, child protection, manual handling) before providing intimate care. No child should suffer distress or pain as a result of receiving intimate care.

Staff will work in partnership with parents or 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, reasons will be documented)
- Additional equipment required
- Child's preferred means of communication (e.g. verbal, visual)
- Child's level of ability – what tasks they are able to carry out by themselves

Best practice

When intimate care is given, the member of staff will explain to the child each task that is carried out and the reasons for it. Staff will encourage children to do as much for themselves as they can.

If a child requires intimate care on a regular basis, it is good practice for two members of staff to share the care between them. In this way the child is less likely to become overly dependent on a single member of staff, and to become distressed if their usual carer is occasionally unavailable. However, parents' views on the number of staff providing personal care to their child must also be taken into consideration - some children may simply be unable to cope with more than one carer.

We have policies in place that promote safe recruitment, as well as having sound staff supervision, safeguarding and intimate care procedures; together these ensure that, should a child need consistent care from one member of staff, the child's safety and well-being will not be compromised.



Protecting children

Staff are familiar with guidance from the Local Safeguarding Children Board. The School's and the extended services procedures reflect the guidance in "*Working Together to Safeguard Children*" (DfE 2018) and staff are familiar with the *What To Do If You're Worried A Child Is Being Abused* flowchart from this document.

If a member of staff is concerned about any physical changes to a child, such as marks, bruises, soreness etc. they will inform the manager or the provision's designated child protection lead immediately. The procedures set out in the **Safeguarding Policy** will be implemented.

Should a child become unhappy about being cared for by a particular member of staff, the designated safeguarding lead will investigate and record any findings. These will be discussed with the child's parents or carers in order to resolve the issue. If necessary, the designated safeguarding lead will seek advice from outside agencies.

If a child makes an allegation against a member of staff, the procedure set out in the **Safeguarding Policy** will be followed.

Dealing with blood and body fluids

Blood, vomit, urine and faeces will be cleaned up immediately and disposed of safely by double bagging the waste and removing it from the premises. When they are dealing with body fluids, staff will wear personal protective clothing (disposable plastic gloves and aprons) and will wash themselves thoroughly afterwards. Soiled children's clothing will be bagged to go home – staff will not rinse it. Children will be kept away from the affected area until the incident has been dealt with fully.

Staff at Rode Heath Primary and the extended services will maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

- Only staff employed by Rode Heath Primary and the extended services, who hold an up to date DBS check, will be allowed to provide intimate care. Parent-helpers and volunteers are NOT permitted to do this.
- I give permission to the staff of Rode Heath Primary School and its extended services to provide appropriate intimate care support to my child e.g. changing nappies, pull-ups or soiled clothing, washing and toileting;

Please sign to show you understand this procedure:

Parent Signature: _____ Date: _____

Staff Signature: _____ Date: _____

J. Frankland: Autumn 2023

Next Review: Summer 2025

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare Requirements: Special educational needs [3.67] and Child protection [3.6]*.

