



# Intimate Care Policy

Review Frequency:	2 years
Last reviewed:	Oct 21
Agreed by governors:	Nov 21
Next review date:	Oct 23

## **Introduction**

Trevithick Learning 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. Trevithick Learning Academy recognises that there is a need to treat all children with respect when intimate care is planned and given. No child should be attended to in a way that causes distress, pain or where there is a lack of privacy.

## **Care for EYFS and Year One aged children**

As children within the Early Years Foundation Stage and Year One are less independent in areas of self-help, our procedure for support is more flexible to support their needs. If a child of this age has accidentally soiled themselves the following procedure will be followed;

- Adults familiar to the child from either their class or Key stage will assist and reassure the child.
- Two adults are required to be present at all times when changing a child. - If required the child is to be encouraged to wipe and clean themselves as much as possible.
- In the event that they cannot clean themselves properly then the supporting adult will assist with this.
- If a fresh change of clothes is required, again the child will be encouraged to undress/dress themselves.
- Adults will support as required.
- Parents will be contacted and informed of the incident details at the earliest possible opportunity.

## **Care for older children**

Most children are more independent in managing their intimate care needs from Year 2 upwards. If on the rare occasion a child soils themselves and the child requires changing/cleaning, adults will ensure maximum autonomy is given to the child and encourage them to carry out the task themselves with help if they require it. If they require help with cleaning or changing tasks, then the adult will seek another adult to support them in the task. As a matter of courtesy, the parent will be contacted at an appropriate time to let them know what has occurred.

## **Our approach to children who require regular intimate care**

Some children, often those in our ARB or with a diagnosed SEN in mainstream school, require intimate care as part of their daily routine in school. We manage this safely by:

- Carefully planning intimate care into their individual timetables. Dignity and the child's right to privacy is paramount in this planning.
- Ensuring the adults are suitably trained in delivering the care required.
- Ensuring the adult ratio is always 2-1.
- Where possible we match the gender of the adult and child, especially with older children.
- Where possible, ensure that the responsibility for care is shared and not undertaken by the same adults every time. On occasions this may not be possible when specific staff are trained in specific equipment, to aid in the care of the child.
- Any adult delivering intimate care will be a fully inducted member of staff and will therefore work under our policies and procedures.
- If equipment is required to help move a child, staff will be properly supervised and trained to

carry out these tasks.

- Ensuring that children are given the maximum autonomy to carry out the tasks as independently as safe to do so.
- Ensuring that intimate care independence is taught during these tasks by the adults, leading to greater child autonomy in the future.
- Intimate care arrangements should be discussed and reviewed with parents regularly. Parents should be involved in the development of more complex intimate care plans, especially if child is beginning puberty.
- Where children communicate through non-verbal means, particular attention must be paid to regular reviews of their intimate care. This will be done through the regular SEN parent meetings held throughout the academic year.

### **Trips and residentials**

It is parents responsibility to inform the school of any toileting needs for their child while on trips or residentials. Staff and parents will work together to ensure the child's needs are met. If medication is required parents will need to complete a medication form. Where a child remains in pull-ups overnight, every effort will be made to ensure their privacy and dignity.

### **The Protection of Children**

- Any safeguarding concerns arising from the intimate care of any children or adults will be reported following the schools usual Safeguarding procedures as outlined in our Child Protection and Safeguarding Policy. Adults will ensure that no electronic recording devices are on their persons during times of intimate care. All adults carrying out intimate care with the children will have undergone at least Level 2 Safeguarding training and have had further training if required.