

Intimate Care Policy

FEBRUARY 2015

This policy should be read in conjunction with Keeping Children Safe in Education Policy (KCSiE).

INTRODUCTION

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 or breasts. Examples include care associated with continence and menstrual management as well as ordinary tasks such as helping with washing or bathing.

IMPLEMENTATION

- When undertaking intimate care with a pupil, their dignity is preserved at all times. A high level of privacy, choice and control is provided to all pupils. This will include careful consideration about who is involved. Staff have had relevant child protection and moving and handling training. During staff induction programmes new staff shadow other staff members when carrying out intimate care and are made aware of individual pupil needs.
- Pupils have access to a personal safety curriculum, as part of the PSHE curriculum, with regard to their developmental level, in order that they can have a level of awareness of appropriate care.
- Equipment required to enable intimate care to be carried out safely and effectively is provided following assessment by physiotherapist and/or occupational therapist.
- Communication with the pupil who requires intimate care is facilitated using the preferred means for the individual in order that their needs and preferences can be met and that they can be made aware of each procedure being carried out.
- Pupils are encouraged to be as independent as possible in their personal care.
- One adult will carry out intimate care unless there is a sound reason for having two adults present. Staff need to be alert to the possibility of over-familiar relationships developing.
- When managing the personal care of pupils, it is possible that pupils of either gender may experience arousal. In these cases, if at all possible, the pupil should be left alone, if this is safe and practical. Staff should return to complete the personal care task once the pupil has had some time alone. In some cases, it might be appropriate to continue to put on the pupil's pad. These situations will need to be recorded and discussed with the class teacher and parents. If this is a regular occurrence it will need to be recorded for that pupil, with specific guidelines on how to manage the situation.
- When supporting a female pupil with menstrual management, female staff will assist with changing a sanitary pad but tampons will only be used if the pupil is able to independently manage the process and this has been confirmed with the parents/carers.
- If a member of staff has any concerns about physical changes in a pupil's presentation these are reported as outlined in the school's child protection policy (KCSiE).
- If a pupil becomes unhappy about being cared for by a particular member of staff this is investigated and outcomes recorded and acted upon.
- If an allegation is made by a pupil all necessary procedures are followed.