

Intimate Care Policy

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| Formally adopted by the Governing Body of All Angels' Federation | |
| On: | June 2021 |
| Chair of Governors: | Rosemary Games |
| Review: | June 2023 |

Principles

All Angels' Federation is committed to ensuring that all staff responsible for the intimate care of pupils will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust.

All Angels' Federation recognises that there is a need to treat all pupils with respect when intimate care is given. The pupil's welfare and dignity is of paramount importance. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

Definition

Intimate care can be defined as an activity which meets the personal care needs of a pupil. Examples include care associated with continence and menstrual management, as well as tasks such as help with toileting, washing and dressing.

It does not include assisting with wiping intimate personal areas, but may involve prompting a pupil to do so. It also includes supervision of pupils involved in intimate self-care.

Best Practice

All staff in the school must follow the procedures and advice outlined when carrying out intimate care of pupils.

1. Ensure they are aware of the Safeguarding Policy and Procedures in place within the school. If concerned about a pupil's actions or comments whilst carrying out intimate care, this should be discussed with one of the school's designated persons for safeguarding.
2. Use the nature of the incident/care required, and knowledge of the pupil to make a judgement on how many adults should be involved in intimate care. In some cases, it may be advisable to have two adults in attendance, particularly depending on the gender of the pupil. This could also be in cases where the pupil is vulnerable or where knowledge of the pupil or family indicates there could be difficulties/allegations made.
3. If possible, a pupil should be assisted/supervised in a disabled toilet to allow for privacy/supervision.
4. Pupils should always be encouraged to carry out intimate care as independently as possible.
5. Consider the dignity of the pupil and allow them to make a decision on how they would like to be assisted. Ask the following if relevant:
Would you like some help?
Would you like me to help you?
What would you like me to help you with?
Would you like me to come with you and wait outside the door in case you need any help?

6. If the pupil requires assistance with intimate care regularly, a care plan should be in place which is agreed and signed by their parent/carer. Two or three members of staff should be identified who will carry out this care. They should ensure that this care is shared so that the pupil is not always assisted by the same person.
7. When unplanned intimate care is required, a second member of staff (e.g. class teacher or teaching assistant) should be informed of what is happening and if necessary assist.
8. A bag of equipment for use during unplanned intimate care will be kept in the Medical Room. This will contain gloves, wipes, bags for putting soiled clothing in and sanitary towels. If any of these items are used, they must be replaced. Spare underwear and clothing will also be kept in school. The supplies in this bag will be monitored and replenished as needed by the school office and First Aiders.
9. If it is suspected that the pupil has soiled themselves and it is denied by the pupil, the matter should be referred to the parent/carer for advice. They should either come into school to assist the pupil or take them home and return them to school when they have been changed.
10. If a pupil has been assisted with intimate care which is not planned, a parent/carer must be contacted as soon as possible to inform them of what has happened and how the pupil was assisted.
11. Confidentiality should be maintained at all times between pupil, school and parent/carer.