

Meadow Lane Infant School Policy



Intimate care Policy

Last reviewed	February 2015
Review Cycle	2 Years

Meadow Lane Infant School 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. We recognise that there is a need to treat all children with respect and dignity when intimate care is given. No child should be attended to in a way that causes distress, embarrassment or pain.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff that provide intimate care to children have a high awareness of child protection issues. Staff will work in partnership with parents/carers to provide continuity of care.

Definition

Intimate care is any care which involves washing, touching or carrying out an invasive procedure to intimate personal areas. In most cases such care will involve procedures to do with personal hygiene and the cleaning of associated equipment as part of the staff member's duty of care. In the case of specific procedures only the staff suitably trained and assessed as competent should undertake the procedure.

Our Approach to Best Practice

The management of all children with intimate care needs will be carefully planned. The child who requires care will be treated with respect 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 Moving and Handling) and are fully aware of best practice. (Suitable equipment and facilities will be provided to assist children who need special arrangements following assessment from physiotherapist/ occupational therapist.)

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 or menstruation. Wherever possible staff involved in intimate care will not be involved in the delivery of sex education to the children in their care as an extra safeguard to both staff and children involved.

The child 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 him/herself as they are able.

Individual intimate care/medical plans will be drawn up for children as appropriate to suit the circumstances of the child. (See Appendix 1 and 2)

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers will need to be present when the child is toileted.

Intimate care arrangements will be discussed with parents/carers on a regular basis. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The Protection of Children

Child Protection Procedures will be adhered to.

If any member of staff has concerns about physical changes to a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the appropriate designated person for child protection.

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 the process in order to reach a resolution; staffing schedules will be altered until the issue(s) are resolved.

Staff reviewed : Feb 15

Date ratified: Feb 15

Date for review: Feb 17

Signed : Head teacher

..... Chair of P&P committee

Intimate Care Plan and Nappy Changing Consent Form

Name of child _____ Class _____

I hereby give consent for a known member of staff, at Meadow Lane Infant School to change my child's nappy during session times, using the changing plinth located in the disabled toilet. I agree to provide all of my child's usual nappies, wipes, cream and nappy sacks.

Please note that failure to provide the required items may result in your child's nappy not being changed. A known member of staff at Meadow Lane Infant School staff will not use any other wipes other than the wipes you provide for your child. If the regular wipes are not provided, then it will result in the staff using water and paper towels.

The staff will do all they can to attend to your child's needs but are not to be held responsible if your child soils their clothes. Any nappy rash, soreness or other identified concerns will be shared with parents.

Parent/Carer agrees to:

- ensure that my child is changed at the latest possible time before being brought to the school
- provide the school with nappies, cream, wipes and nappy sacks and a change of clothing
- a minimum change policy – i.e. the school would not undertake to change the child more frequently than if s/he were at home
- regularly review arrangements
- accept support from outside agencies with a programme of toilet training, if appropriate

School agrees to:

- change the child during a session should the child soil themselves or become uncomfortably wet
- report, should the child be distressed or see any marks or a rash on skin.
- Wear protective gloves and clean the changing facilities

Who will change nappy?

Where nappy changing will take place?

What resources will be used?

Parent / Carer Signature _____ Date _____

Staff Signature _____ Date _____

Appendix 2

Intimate Care Plan and Consent Form

I hereby give consent for a known member of staff, at Meadow Lane Infant School to provide assistance to clean my child in the case of excessive soiling. I agree to provide all of my child's wipes, nappy sacks and change of clothing.

The staff will do all they can to attend to your child's needs but are not to be held responsible if your child soils their clothes. Any concerns will be shared with parents.

Parent/Carer agrees to:

- Provide the school with wipes, nappy sacks and a change of clothing
- Regularly review arrangements
- Liaise with staff with regards to any changes in your child's bowel conditions
-

School agrees to:

- Clean and change your child should he/she become soiled
- Report, should your child be distressed or see any marks or a rash on skin
- Wear protective gloves and apron (when necessary)

Who will assist your child?

What resources will be used?

Parent/Carer signature _____ Date _____

Staff signature _____ Date _____

Meadow Lane Infant School 2015