



Saint Pierre School,

16 Leigh Road, Leigh-on-Sea, Essex SS9 1LE

Intimate Care Policy

Policy Owner (Position)	Last Updated By (Name)	Date of Last Review	Date Next Review Due
Head Of EYFS	Gemma Hoffman	30th August 2024	30 th June 2026
Read in Conjunction with: Safeguarding Policy First-Aid Policy			

Intimate care is any care which involves washing, touching, or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas.

In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care. This is a sensitive topic and will require staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice, and control.

Safety

There shall be a high awareness of child protection and safeguarding issues when dealing with intimate care situations. All staff will have knowledge of the school's safeguarding policy and the Department for Education document, 'Keeping Children Safe in Education: for Schools and Colleges' (September 2024).

Staff need to be aware that some adults may use intimate care, as an opportunity to abuse children. It is important to bear in mind that some care tasks / treatments can be open to misinterpretation. Adhering to these guidelines of good practice should safeguard children and staff.

Saint Pierre School is committed to ensuring that all staff responsible for the intimate care of children will always undertake their duties in a professional manner.

Intimate care will only be carried out by school staff, who have had an enhanced DBS check with a children's barred list check. No volunteers will be present or permitted to carry out intimate care.

Saint Pierre School recognises that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Child Protection

If a pupil becomes distressed or very unhappy about being cared for by a particular member of staff, this should be reported to the class teacher or Headteacher. The matter will be investigated at an appropriate level and outcomes recorded. Staffing schedules will be altered until the issue is resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a pupil makes an allegation against an adult working at the school, this will be investigated by the Headteacher/ Proprietor will consult the Local Authority Designated Officer in accordance with the school's policies. However, if the concern is regarding the Headteacher/Proprietor then LADO must be contacted directly.

Similarly, any adult who has concerns about the conduct of a colleague at the school or about any improper practice will report this to the Headteacher or a member of the senior leadership team in accordance with the school's child protection and whistleblowing procedures.

Best Practice

The management of all children with intimate care needs, will be carefully planned. The child who requires intimate care will always be treated with respect; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so, as is relevant, (including Child Protection and Health and Safety training in lifting and moving where necessary) and are fully aware of best practice. Staff will only carry out care activities they understand and feel competent and confident to with.

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 he/she can. This may mean, for example, giving the child responsibility for washing themselves.

Special Educational Needs

Disabled children have the same rights to safety and privacy when receiving intimate care and can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs.

Additional vulnerabilities that may arise from a physical disability or learning difficulty must be considered regarding individual teaching and care plans for each child. As with all arrangements for intimate care needs, agreements between the child, those with parental responsibility and the organisation should be easily understood and recorded.

Regardless of age and ability, the views and/or emotional responses of children with special needs should be actively sought (with advocacy arrangements made for those who can't) in regular reviews of these arrangements.

Physical Contact

Extra caution may be required where a child has suffered previous abuse or neglect. In the child's view, physical contact might be associated with such experiences and lead to staff vulnerable to allegations of abuse. In such circumstances staff should deter the child without causing them a negative experience. Ensuring that a witness is present will help to protect staff from such allegations.

Reporting Concerns

If any unusual markings, discolouration's or swelling including the genital area are observed, staff must be reported immediately to the designated/deputy safeguarding lead (GH- DSL, PL, GP - DDSL). Any unusual emotional or behavioural response from the child will also be recorded.

Written reports are to be recorded in the incident folder and a copy is too be kept in the child's personal file.

If during the intimate care of a child you accidentally hurt them, or the child appears to be sexually aroused by your actions, or misunderstands or misinterprets something, reassure the child, ensure their safety, and report the incident immediately to your designated safeguarding lead.

Toileting and Medical Intervention

Where pupils need assistance on an occasional basis, for example after a toileting accident or medical issue in an intimate area, such as a cut from a fall, staff will ensure that this is done discretely but will inform another member of staff before entering a cubicle. As detailed elsewhere in this policy, another staff member must always be in the close vicinity,

aware that this care is occurring. Pupils will be encouraged to be as independent as possible in dealing with these incidents.

Where a pupil cannot be independent in cleaning themselves up/ attending to a medical issue staff will check that parents have not requested to be contacted in this event. (See list/ medical details in office.)

If a child is in KS1 and parents/ carers have received the letter asking if they are happy with care being provided but have not replied to say that they must be contacted, care can go ahead as detailed above. Parents should be contacted and informed of this care as soon as possible in every event.

In event of an incident involving a KS2 child where they are unable to clean or tend to themselves, parents must be contacted before intimate care takes place.

Nappy Changing

Children will be changed regularly / promptly, and their changes documented accordingly. Nappies will be changed by the members of the nursery team which have been DBS cleared (All staff are appropriately DBS checked).

Parents are requested to supply nappies/ pull-ups and wipes; however, the nursery does keep a supply of spare nappies and wipes if needed. If barrier cream is required parents will need to supply this in a named container and parental consent will be required to enable Nursery staff to apply the cream. Any other specific requests will be noted and followed where possible and appropriate.

Changing will occur only in the designated changing area (Nursery toilets), which meets health, hygiene, and safety standards. The area respects the child's right to privacy yet is also easily supervised and accessible.

During potty/toilet training, nursery staff will encourage independence and support the child with positive reinforcement. Toilet training will be supported following discussions between Head of EYFS, Nursery Manager, staff, and their parents/carers.

Both the nappy changing, and toilet training procedure can be found displayed in the nursery toilets.

Changing Clothes

Young people are entitled to respect and privacy when changing clothes. However, there must be the required level of supervision to safeguard young people regarding health and safety considerations and to ensure that bullying or teasing does not occur. This means that

adults should announce their intention of entering changing area, avoid remaining in changing area unless pupil needs require it, avoid any unnecessary physical contact when children are in a state of undress and avoid any visually intrusive behaviour.

Given the vulnerabilities of the situation, it is strongly recommended that when supervising children in a state of undress, another member of staff is present. However, this may not always be possible and therefore staff need to be vigilant about their own conduct, e.g. adults must not change in the same place as children.

School Trips, Clubs etc.

Employees should take particular care when supervising pupils in the less formal atmosphere of a residential setting or after-school activity. Although more informal relationships in such circumstances tend to be usual, the standard of behaviour expected of staff will be no different from the behaviour expected within school.

To ensure pupils' safety, increased vigilance may be required when monitoring their behaviour on field trips etc. It is important to exercise caution so that a pupil is not compromised, and the member of staff does not attract allegations of overly intrusive or abusive behaviour.

First Aid

Staff who administer first aid should ensure wherever possible that another adult or other children are present. The pupil's dignity must always be considered and where contact of a more intimate nature is required (e.g. assisting with toileting or the removal of wet/soiled clothing), another member of staff should be in the vicinity and should be made aware of the task being undertaken.

Physical Education

Some staff are likely to come into physical contact with pupils from time to time in the course of their duties when participating in games, demonstrating an exercise or the use of equipment. Staff should be aware of the limits within which such contact should properly take place and of the possibility of misinterpretation. Where it is anticipated that a pupil might be prone to misinterpret any such contact, alternatives should be considered, perhaps involving another member of staff or a less vulnerable pupil in the demonstration.

