



Intimate and Personal Care Policy

2024

At St Hilda's Church of England Primary School, we nurture children to become respectful British citizens and achieve their potential. Together we unite to discover, value and develop the aspirations of each individual within a trusted, caring community.

Teach me knowledge and good judgement for I trust your commands. Psalms 119:66

Intent

- At St Hilda's CE Primary School, we believe that there is a need to provide a whole school policy on care routines for pupils. Where these routines are of an intimate nature, it is our aim to:
 - ❖ provide a high quality of intimate care for pupils, both physically and emotionally, to safeguard their wellbeing;
 - ❖ ensure recognized procedures are in place to provide guidance to staff undertaking care duties and to provide protection for both staff and pupils;
- As a school we believe this is particularly important as an increasing number of children and young people with disabilities and medical conditions are attending mainstream school settings, some of whom require adult assistance for their personal and/or intimate care needs.
- We are also aware of our responsibilities under the Equality Act 2010 to make 'reasonable adjustments' to avoid disabled pupils being put at a substantial disadvantage to their non-disabled peers.

Definitions

- Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are unable to do.
- Intimate care tasks are associated with bodily functions, body products and personal hygiene matters that demand direct or indirect contact with, or exposure of the genitals. Examples include support with dressing and undressing (underwear), changing incontinence pads and nappies, helping someone use the toilet or washing intimate parts of the body. For female pupils, this may also include assisting with the changing of sanitary products during menstruation.
- Personal care tasks include help with feeding, prompting to go to the toilet, washing non-intimate body parts or support with dressing and undressing. Help may also be needed with changing colostomy bags, catheters and other such equipment. It may also require the administration of rectal medication.
- The extent and detail of assistance/supervision required will vary according to the age, independence, emotional and medical needs of the pupil concerned.

Vulnerability to Abuse

- Children and young people with disabilities are particularly vulnerable to abuse and discrimination. All staff in school have a responsibility to be familiar with our Safeguarding and Child Protection Policy and procedures.

Implementation

- To meet the needs of identified pupils as effectively as possible, school will:
 - treat pupils sensitively and with dignity whilst encouraging them to be as independent as possible;
 - assess the needs of each pupil as an individual and plan their care appropriately;
 - involve the child in their care as much as possible and enable them to express their opinions and preferences about their care wherever possible;
 - be aware of and sensitive to the communication methods used by a child, whether these be signs, symbols or vocalisations;
 - communicate effectively with the pupil throughout the care process in an age and developmentally appropriate manner;
 - communicate effectively with parents and keep them up to date;
 - communicate with involved professionals about aspects of intimate/personal care where appropriate
 - follow LA guidelines on changing procedures for pupils, where available;
 - seek specialist advice on moving and handling where necessary - for pupils whose intimate care needs are those that would ordinarily be provided by a parent or carer, this may not be necessary;
 - provide appropriate facilities and equipment;
 - plan for appropriate provision during educational visits and other off-site experiences;
 - ensure staff involved in intimate care are familiar with care procedures for each pupil identified;
 - at least two members of staff will be present when carrying out intimate care procedures;
 - there may be instances where parents are asked to attend school to support staff with personal care practices;
 - ensure staff follow school hygiene procedures e.g. adherence to the COVID-19 Risk Assessment; PPE must be worn; soiled nappies and wipes should be placed into a nappy sack before being disposed of in the designated nappy bin; hot water, soap and paper towels should be available in all toilets (please inform the Site Manager if this is not the case);
 - establish that staff must seek advice if they are unsure of care routines or any other matter;
 - ensure that staff are aware of school policies;
 - ensure that any religious or cultural values are taken into account;

- ensure that only members of staff employed by school will undertake intimate care duties.

Parents are required to:

- keep school staff updated about any changes in a pupil's care needs for whatever reason;
- provide nappies/continence aids, wipes if a particular brand/type is desired, and spare clothing, as appropriate.

Related Documents

- St Hilda's CE Primary School Safeguarding and Child Protection Policy
- St Hilda's CE Primary School Confidentiality Policy
- St Hilda's CE Mental Health and Wellbeing Policy
- St Hilda's CE Primary School SEND Policy
- St Hilda's CE Primary School Accessibility Plan
- St Hilda's CE Primary School Medical Policy

To be reviewed: Jan 2025