

Intimate Care Policy



2019/20

Approved by: The Governing Body

Date: 10th December 2019

Last reviewed on: November 2019

**Next review due
by:** December 2021

Intimate Care Policy

All children at Handsworth Primary School have the right to be safe and be treated with dignity, respect and privacy at all times.

This policy sets out clear principles and guidelines on supporting intimate care with specific reference to toileting. It should be considered in line with our Safeguarding Policy, Health and Safety Policies and Administering of Medicines policy.

This policy supports the safeguarding and welfare requirements of Early Years Foundation Stage (EYFS) 2012 and the Disability Discrimination Act 2005.

Intimate Care Tasks

This covers any tasks that involve dressing and undressing, washing (including intimate parts), helping someone use the toilet, changing nappies or carrying out a procedure that requires direct or indirect contact to an intimate personal area.

Who should change nappies or support children with toileting needs?

Where possible a named member of staff would be responsible for the child's intimate care needs. This would be discussed with the parents and included in a Health Care Plan for the child. If for any reason the named person is not able to attend to the child in the first instance two members of staff would be required to attend to the child, if that is not possible then one member of staff should attend to the child. Staff should record this in the Intimate Care Book which is located in the Nursery, KS1 and KS2 disabled toilets.

All staff working at Handsworth Primary School have an Enhanced DBS check.

Where should children be changed or supported?

Nappies or soiled clothing should be changed in the two disabled toilets in KS1 and KS2. Children should be changed on a changing bed or changing mat. Children should not be changed on the floor. Privacy and dignity should be maintained at all times. The toilet door should be closed during this time.

Children should be encouraged to help as much as possible. If children require clean clothing where possible they should put it on themselves with adults helping only as required.

What resources should be used?

Parents should provide nappies, nappy sacks, wipes and spare clothing for children that require these during the school day. Parents will be reminded when supplies are running low.

How will nappies be disposed of?

Bodily fluids will be cleaned up immediately and disposed of safely by being double bagged and placed in the designated bins within the changing area. When dealing with bodily fluids, staff wear protective clothing (disposal plastic gloves and aprons) wash themselves thoroughly afterward. Soiled children's clothing will be bagged to go home– staff will not rinse these. Children will be kept away from the affected area until the incident has been completely dealt with.

All staff maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

What infection controls are in place?

Staff should wear disposable gloves when dealing with a soiled nappy or a soiled child. The area should be cleaned after use. Staff should wash their hands with hot water and soap afterwards.

What should staff do if the child is unduly distressed?

If a child is distressed this must be discussed with the parent. Angela Struthers (Inclusion Manager) will support staff with this issue.

Safeguarding

Staff are trained on the signs and symptom of child abuse which in line with Devon Safeguarding Children's Board guidelines and are aware of the DFES booklet 'What to do if you think a child is being abused' and will follow the guidance given .

If a member of staff is concerned about any physical or emotional changes, such as marks, bruises, soreness or distress they will inform the Safeguarding Designated Officer (Claire Nairne) immediately. The Safeguarding Policy will then be implemented.