

## Intimate Care Policy

This policy applies to all staff undertaking personal care tasks with children but particularly with our youngest children. The normal range of development for this group of children indicates that they will not be toilet trained. In addition to this there are other vulnerable groups of children and young people that may require support with personal care on either a short, longer term or permanent basis due to SEN and disability, medical needs or a temporary impairment. Examples of these may be children who have limbs in plaster or are temporarily wheelchair bound.

### **Definition of Intimate care**

Intimate personal care includes hands-on physical care in personal hygiene, and physical presence or observation during such activities. Intimate personal care tasks can include:

- body bathing other than to arms, face and legs below the knee.
- toileting, wiping and care in the genital and anal areas.
- dressing and undressing.
- application of medical treatment, other than to arms, face and legs below the knee.
- supporting with the changing of sanitary protection (nappies/diapers).

### **Guiding principles of Intimate Care**

Whenever staff are providing intimate care for a child the following principles must be followed:

- The dignity of the individual child must be maintained and the care needed should be explained to them.
- Sensitivity must be shown to their needs and preferences.
- Their safety and comfort must be paramount.
- Their right to give or to withdraw their consent must be respected.
- They should be encouraged to care for themselves as much as is reasonably possible.
- Hygiene for both the member of staff and the child must be a priority.

### **Record of events**

Given the age of the children in our care, regular intimate care is necessary for children ages 18 months to 3 years old. A log is kept next to the bathroom that is filled in by the person responsible for providing the care.

If a member of staff has had to give intimate care to a pupil who is older than the usual age for receiving intimate care, this should be recorded on the Intimate Care Log which is held by the Head of School. The log records: who has received the care; who has given the care; what was involved and the time that it happened. The log is regularly reviewed and any patterns found are reported to the Board in the safe guarding report.

The Designated Safeguarding Lead and Behaviour Lead is Alice Wu.