



Our moral obligation is to help our children become successful learners, confident individuals and responsible citizens, and we believe that this policy for Intimate Care will help us achieve this goal.

Barnham Primary School Intimate Care & Nappy Changing Policy

Introduction

Barnham Primary School's primary concern is to address the needs of all children to help them be the best they can be in line with the school vision of all children being successful learners, confident individuals and responsible citizens. We work in partnership with parents/carers and encourage and support the involvement and inclusion of individual children and it is for this reason that we have an intimate care policy.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them.

Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at Barnham Primary School work in partnership with parents/carers to provide continuity of care to children wherever possible.

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

Definition

Intimate care is any care which involves washing, touching or carrying out a procedure invasive to privacy to intimate personal areas. Examples include care associated with continence and nappy changing as well as more ordinary tasks such as help with washing or bathing.

Child Protection

- If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to one of the School's designated safeguarding leads, who will follow the procedures outlined in the Child Protection policy. The names of the designated safeguarding leads at Barnham Primary School can be found at the school office and in the Child Protection policy.
- If any parent or member of staff has concerns or questions about intimate care procedures or individual routines, they should speak to the school's Inclusion Coordinator in the first instance.
- Barnham Primary School operates a Confidential Reporting Policy as a means for staff to raise concerns relating to their colleagues. The management supports this by ensuring staff feel confident in raising worries as they arise in order to safeguard the children at school.
- If an allegation is made against a member of staff, the school will follow the procedure outlined in the Child Protection Policy.





General procedures

Children who require intimate care are treated respectfully. For this reason, all staff who provide intimate care are trained to do so, including as appropriate Child Protection, Moving and Handling and Health & Safety training. All staff involved have been checked following the Disclosure & Barring Service (DBS) requirements.

There is careful communication with each child who requires assistance with intimate care in line with their preferred means of communication to discuss the child's needs and preferences. Children will be supported to achieve the highest level of autonomy and independence that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can and individual intimate care plans will be drawn up for the child.

Where a child requires moving and handling, two adults will provide intimate care. Where a child has some independence, they will be cared for by one adult, but another adult will be in close proximity outside the wet-room door within earshot.

Equipment will be provided to assist with children who need special arrangements following assessment from a physiotherapist, occupational therapist or moving and handling advisor, as required.

Parents/carers will be involved with their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangements will be recorded on the child's intimate care plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints. Although not every episode of intimate care will be logged, a copy of a child's Intimate Care Plan along with any changes to the plan and any note-worthy incidents during intimate care will be logged and shared with parents and all appropriate staff.

Nappy changing procedure

Intimate care procedures will be carried out by the child's Special Support Assistant (SSA) or Barnham Support Assistant (BSA) wherever possible, supported by a second SSA or BSA as appropriate. A child will never be supported in intimate care routines by an adult who is not familiar to them.

- A child will always be consulted before an intimate care routine takes place. This gives the child time to process what is going to happen next.
- Staff will use the wet-room in The Orchard SSC or a toilet cubicle within the child's classroom depending upon the needs of the child and the most appropriate location in order to maintain the child's privacy. These areas are enclosed enough to respect the child's privacy, yet are not beyond sight of other staff members. In the event of one of these spaces not being available, the larger staff toilet can be used but two adults should be present.
- Mobile children can be changed standing up. The child's preference/needs will be considered, together with any assessed risks involved.
- Children requiring moving and handling will follow the procedures as laid out in the child's Moving and Handling Risk Assessment.
- Staff will wash their hands and wear disposable gloves when changing a child.





- Soiled nappies, wipes and gloves will be disposed of appropriately in the designated bin. This will be collected as per the collection schedule of the waste company.
- The changing area will be cleaned with Milton or similar.
- Hot water and soap is available for staff to wash hands as soon as changing is finished. Antibacterial gel is also available.
- Paper towels are available to dry hands

Occasionally it maybe necessary for staff to support Early Years or Key Stage One children who need help to clean themselves after toileting or require a change of clothes. This will not require an Intimate Care Plan.

