

# New Marston Primary School



## Intimate Needs policy

New Marston Primary School takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care. Meeting a pupil's intimate care needs is one aspect of safeguarding.

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some children are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing, toileting or dressing. It also includes supervision of children involved in intimate self-care.

This intimate care policy should be read in conjunction with the following:

- The school's safeguarding policy.
- Health and Safety policy and procedures.
- Managing Medical Needs Policy
- Special Educational Needs policy.
- Behaviour policy (including positive handling)
- Staff code of conduct
- Confidentiality Policy

New Marston Primary School recognises that there is a need to treat all children, whatever their age, gender, disability, religion or ethnicity, with respect when intimate care is given. The child's welfare and dignity is of paramount importance. No child will be attended to in a way that causes distress or pain.

### Best Practice

Staff who provide intimate care at New Marston Primary School are trained to do so, including safeguarding. Health and safety training is also provided and staff are fully aware of best practice regarding infection control.

As an additional safeguard, staff involved in meeting intimate care needs will not usually be involved with the delivery of sex education to the same children, wherever possible.

There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss their needs and preferences. Where the child is of an appropriate age and level of understanding permission will be sought before starting an intimate procedure.

All children 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 his/herself as possible.

Children who require regular assistance with intimate care will have written care plans agreed by staff, parents/carers and any other professionals actively involved.

Where a care plan is not in place, parents/carers will be informed the same day if their child has needed help with meeting intimate care needs (eg: has had an 'accident' and soiled him/herself). Information on intimate care will be treated as confidential and communicated by Parentmail.

Every child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child needs help with intimate care. It is not always practical for two members of staff to assist with an intimate procedure and also this does not take account of the child's privacy. A member of staff will inform another adult when they are going to assist a child with intimate care.

### **Record Keeping**

A written record will be kept in an agreed format every time a child has requires assistance with intimate care, including date, times and any comments such as changes in the child's behaviour. It will be clear who was present.

These records will be kept in the child's care plan, or in the Record of Intimate Care folder, and available to parents/carers on request.

Date of Policy: December 2022

Date to be reviewed: December 2024