



WARLEY
ROAD
Academy

Intimate Care Needs Policy



Version Number	20.1
Date of Issue	April 2020
Date Approved	April 2020
Review Frequency	3 yearly
Status	Non statutory
Approved By	Headteacher
LGB	For information
SLT Member Responsible	SENCO
Equality Impact Check	Completed

Intimate Care Needs Policy



Intimate Care

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal care of an individual child.

Rationale

At Warley Road Academy, we recognise the importance of ensuring that policies and procedures are effective in promoting safety, equality, cohesion and tackling discrimination. As a school community, we are strongly committed to safeguarding children. These principles underwrite all we do, including routines for intimate care.

No child shall be discriminated against because of their needs. We support the inclusion of children with diverse needs in relation to the Disability Discrimination Act (DDA) and the Equal Opportunities Act, where all children are treated with equal concern and professionals have regard to relevant anti-discriminatory practice.

The safety of all pupils and staff is protected by adherence to the procedures set out in Warley Road Academy's Health and Safety policy.

As a school, we recognise that the needs of our pupils are best met when the school works in close partnership with parents, carers and other agencies. This is particularly the case to ensure that a child's personal care needs are appropriately met.

Inclusion Statement

At Warley Road Primary Academy, we ensure that the needs of children with delayed personal development are met in the same way as any other needs are met. Children will not be excluded from normal educational activities because of incontinence. The intimate care needs of the individuals are addressed both during the ordinary school day, and when planning arrangements for day trips and residential visits.

All staff are aware that intimate care is a sensitive issue, and all staff are required to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control. At all times, there should be awareness of safeguarding the child, especially acknowledging the possible increased vulnerability of pupils with additional needs.

Continence

Children achieve bladder and bowel control when they are physically ready and want to engage in the process. The time varies from child to child but by the age of three most children achieve bladder control on most days.

As part of the admission routines for children to Warley Road Primary School and Nurseries, all parents and carers are asked to complete a health questionnaire. This will include information regarding the child's ability to manage their own personal hygiene. Any health and development issues raised will be discussed with the parent/carer. In some cases, there will need to be referral to other services for further advice.

For most children Early Years, the 'Policy for Nappy Changing and Intimate Care in Early Years' contains appropriate practices which are adopted for those children. This can be extended to include those pupils beyond Early Years where appropriate.

Provision for Personalised Intimate Care

However, there are some children both in Early Years and beyond that require specialist routines for managing their intimate care. For some children delayed continence or permanent incontinence may be linked with other aspects of the child's needs.



For all children requiring intimate care procedures to be undertaken, the Procedure for Nappy Changing in the 'Policy for Nappy Changing and Intimate Care in Early Years' provides appropriate step by step instructions for basic care procedures, unless staff have been advised differently for individual children by medical professionals involved with that child.

Some children need additional support to be toilet trained. Any program initiated should be in conjunction with parents. Other agencies involved with the child, such as the Health Visitor, School Nurse, Early Years Support Service or Physiotherapist may also assist in developing an individualised program. In these instances, a health care plan could be used effectively to ensure that a program and strategies are safely in place.

Some children with complex medical needs may never achieve continence. It is advisable that in these instances a health care plan is put in place. However, it is likely that individualised, specific routines will be advised by physiotherapists, and, that a Moving and Handling Plan will have been advised by the Local Authority setting out how intimate care procedures should be carried out.

Equipment such as toilet frames, hoists and slings may have been issued for children with incontinence needs. Staff using specialist equipment will need to be appropriately trained to operate it safely.

Health and Safety

The health and safety of the child and staff is paramount. The procedures followed for changing nappies and incontinence pads for children will follow the guidelines set out in the 'Schools Health and Safety' and 'First Aid Policies'. These principles are in keeping with the Public Health England guidance on hygiene and cleaning up of bodily fluid spills.

Staff will be trained to move and handle children appropriately when carrying out personal care routines and will use appropriate equipment for as advised in order to facilitate the program of care.

Facilities

Children should be changed in designated changing areas on changing mats or the changing bed in accordance with the guidance of Public Health England advice for Health Protection in Schools.

If judged as appropriate by physiotherapists, a child's personal care may be more appropriately carried out in toilets adapted for the use of disabled persons instead of using the changing bed. Staff will follow the specific guidance given for the procedures.

Equipment such as toilet frames, hoists and slings may have been issued for specific children's use and should only be used by staff trained to use them with the child they have been issued to.

Where rooms are designated for carrying out intimate care for children, the facilities should be kept clean and tidy, and ready for use at all times. All hoists and slings should be insured for use, serviced and kept in working order according to the manufacturers' directions.

Parents

Parents have a responsibility to advise staff of the intimate care needs of their child, and staff have a responsibility to work in partnership with children and parents to ensure those needs are met.

Intimate care arrangements for pupils with specific needs will be discussed with parents/carers on a regular basis and recorded on the child's care plan. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

Parents will be informed when a child's nappy or incontinence pad has been changed. If there are any concerns noted, for example soreness, nappy rash or marks, parents should be informed. These concerns should also be noted on CPOMS, and if safeguarding issues are suspected, then the DSL should be informed.

If a child regularly wears nappies or incontinent pads, the parent should provide these, disposal bags, and suitable wipes for their child. Parents will be made aware of this responsibility.



Privacy

Children should be encouraged to do as much as possible for themselves with regard to cleaning and dressing. Each child's right to privacy will be respected regardless of their age or needs.

Every child has the right to have levels of intimate care that are as consistent as possible. Whenever possible, the child's needs will be addressed by one member of staff that the child is comfortable with.

Every child has the right to be involved and consulted in their own intimate care to the best of their abilities. Every child has the right to express their views on their own intimate care and to have such views taken into account when those needs are being met. A child's intimate care routine should be a joint procedure completed with ongoing agreement between the pupil and the person changing them.

The safety of children is our key priority. Physical contact will be kept at a minimum level necessary for the intimate care needs to be met. Everyone will remain highly vigilant for any signs improper practice or harm and will report any concerns to the Designated Safe-Guarding Lead immediately.