



Intimate Care Policy

King Richard School

Approved by: R Sproson

Date: 15/09/2022

Next review: 01/02/2024

Introduction

King Richard School aims to ensure that students who require assistance with intimate care receive appropriate support at school. We appreciate that students may feel especially vulnerable when being helped with intimate care and the staff involved need to be particularly sensitive to their individual needs. The individual child's safety, dignity and privacy are of paramount importance. This policy has been developed to safeguard both students and staff and should be read in conjunction with the school's Child Safeguarding Policy.

Aims

1. To ensure that students who require assistance with intimate care receive appropriate support at school.
2. To safeguard both students and staff.

Definition

Intimate care may be defined as any activity required meeting the personal care needs of each individual student. 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 students and parents. Intimate care can include:

- Feeding;
- Oral care;
- Washing;
- Dressing/undressing;
- Toileting;
- Menstrual care;
- Treatments such as enemas, suppositories, enteral feeds;
- Catheter and stoma care;
- Supervision of a student involved in intimate self-care.

Principles of Intimate Care

In accordance with the fundamental Principles of Intimate Care, every student has the right:

- To be safe;
- To have privacy;
- To be valued as an individual;
- To be treated with dignity and respect;
- To be consulted on her own intimate care;
- To have levels of intimate care that are as consistent as possible.

School Responsibilities

King Richard School is committed to working in partnership with parents/guardians, health professionals and other agencies to provide a supportive environment for students who require assistance with intimate care.

The school team will agree an Intimate Care Plan with the parents and child, and other relevant health professionals (if appropriate). This plan will be signed by a parent and reviewed at the end of each academic year to inform future arrangements. Relevant staff will be trained in the specific types of intimate care that they carry out and only the named staff identified in a student's Intimate Care Plan should undertake the intimate care of that student. Staff should not undertake any aspect of intimate care that has not been agreed in the Intimate Care Plan.

Working with Children of the Opposite Sex

The school may be unable to offer the choice of a same sex carer to children who require assistance with intimate care. The intimate care of girls may therefore be carried out by a designated member of staff of the opposite sex as identified in a student's Intimate Care Plan.

Guidelines for Good Practice

All students have the right to be safe and to be treated with dignity and respect. Students with disabilities can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs. Guidelines for Good Practice (Appendix 1) are designed to safeguard children and staff. They apply to every member of staff involved in the intimate care of children.

Concern

Any concern about the conduct of a staff member who is assisting a child with intimate care practice must be reported to the Designated Safeguarding Lead in accordance with the school's Child Safeguarding Policy.

Appendix 1

Guidelines for Good Practice

1. Involve the student in her intimate care. Try to encourage the student's independence as far as possible in her intimate care. Where the student is fully dependent talk with her about what is going to be done and give her a choice where possible. Check your practice by asking the student/parent any likes or dislikes while carrying out intimate care.
2. Treat the student with dignity and respect and ensure privacy appropriate to the student's age and situation.
3. Make sure practice in intimate care is consistent and only carried out by the named staff identified in a student's Intimate Care Plan.
4. Sensitive information about a child's intimate care is confidential.
5. If the child appears distressed or uncomfortable when personal care tasks are being carried out, the care should stop immediately. Try to ascertain why the child is distressed and provide reassurance.
6. Promote positive self-esteem and body image. Confident, self-assured children who feel their body belongs to them are less vulnerable. The approach you take to intimate care can convey lots of messages to a child about their body worth. Your attitude to a child's intimate care is important. Keeping in mind the child's age, routine care can be relaxed, enjoyable and fun.
7. If you observe any unusual marks, bruises or swelling including the genital area, report immediately to the Designated Teacher for Child Protection. Complete a written Record of Concern.
8. If during the intimate care of a student you accidentally hurt her or the child misunderstands or misinterprets something, reassure the child, ensure her safety and report the incident immediately to the Designated Safeguarding Lead for Child Protection.

King Richard School

Intimate Care Plan

Please complete and sign this form so that the Headteacher may agree the designated school staff to assist with your child's intimate care needs.

Student Name	Tutor Group
Date of Birth	Medical Diagnosis
Plan Prepared by	Designation
Date	Review Date

Contact 1 Details		Contact 1 Details	
Name		Name	
Home Number		Home Number	
Mobile Number		Mobile Number	
Work Number		Work Number	
Relationship to student		Relationship to student	

GP Contact Details		Hospital Contact details (if relevant)	
GP Name		Named Contact	
Surgery Name		Hospital Name	
Phone Number		Phone Number	

Please consult your **daughter** before **completing Numbers 2-4.**

1	Please give details of your child's condition.
2	Outline her specific intimate care needs.
3.	Outline any likes or dislikes when your child is helped with intimate care.
4.	Are there any other issues the school needs to know about?
	The school will name three designated members of staff to assist with your child's intimate care needs. 1 2 3

I agree that the information contained in this form may be shared with the designated members of staff who assist with the intimate care of:

(Student name) _____

Parent/Guardian Signature:

Date:

Headteacher Signature:

Date: