

# Kingsthorpe Grove Primary School



## POLICY FOR INTIMATE CARE OF STUDENTS

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Date Document Discussed and Agreed with: **5<sup>th</sup> July 2021**

Governor/Relevant Committee: **Standards and Achievement**

Date Document Ratified at Full Governing Body: **15<sup>th</sup> July 2021**

Signed: 

**Clive Rockell**  
**Committee Chair**

Signed: 

**Frank Ashby**  
**Chair of Governors**

Signed: 

**Alison Dolan**  
**Head Teacher**

**Date Document to be reviewed: July 2022**

At Kingsthorpe Grove we aim to ensure that all of our policies take into account the rights of all children. Our school take the responsibility of safeguarding and protecting the welfare of children in its care very seriously, acknowledging that meeting a pupil's intimate care needs is one aspect of safeguarding.

## **Principles**

Kingsthorpe Grove Primary School is committed to ensuring that all staff responsible for the intimate care of students will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust.

Kingsthorpe Grove Primary School recognises that there is a need to treat all students with respect when intimate care is given. The student's welfare and dignity is of paramount importance. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

## **Definition**

Intimate care can be defined as an activity which meets the personal care needs of a student, which involves washing, touching or carrying out a procedure to intimate personal areas which most people carry out themselves, but some pupils are unable to do so due to age, physical difficulties or special needs.

Examples include care associated with continence and menstrual management, as well as tasks such as help with toileting, washing and dressing. It does not include assisting with wiping intimate personal areas, but may involve prompting a student to do so

It also includes supervision of students involved in intimate self-care.

## **Best Practice**

All staff carrying out intimate care of students in the school must follow the procedures and advice outlined:

1. Ensure they are aware of the Safeguarding Policy and Procedures in place within the school. If concerned about a student's actions or comments whilst carrying out intimate care, this should be discussed with the school's designated person for safeguarding (Nicky Lovatt) in the first instance.
2. Use the nature of the incident/care required, and knowledge of the student to make a judgement on how many adults should be involved in intimate care. In some cases it may be advisable to have same sex adults in attendance, for the student. This could also be in cases where the student is vulnerable or where knowledge of the student or family indicates there could be

difficulties/allegations made.

3. If possible a student should be assisted/supervised in a disabled toilet to allow for privacy/supervision when out and about.
4. Students should always be encouraged to carry out intimate care as independently as possible.
5. Consider the dignity of the student and allow them to make a decision on how they would like to be assisted, if necessary.
6. If the student requires assistance with intimate care regularly, a care plan should be in place which is agreed and signed by their parent/carer. Staff within the setting and dinner staff will carry out this care. They should ensure that this care is shared so that the student is not always assisted by the same person.
7. Parents will need to provide nappies and wipes or sanitary products as necessary for their child, as well as spare clothes.
8. When unplanned intimate care is required, a second member of staff (e.g. class teacher or teaching assistant) should be informed of what is happening and if necessary assist. Extra staff should be used if a child's risk assessment demands it.
9. Each class will have a bag of equipment for use during unplanned intimate care, when out and about. This will contain gloves, wipes, bags for putting soiled clothing in and sanitary towels. If any of these items are used they must be replaced. Spare underwear, clothes nappies etc. will also be kept in the Hygiene Room.
10. If a student has been assisted with intimate care which is not planned, a parent/carer will be informed at the end of the day. Their soiled clothes will be sent home in a bag. Any clothes used that belong to school must be washed and returned.
11. Confidentiality should be maintained at all times between student, school and parent/carer.
12. This policy will be agreed by parents and consent forms kept on file.
13. During a pandemic, staff will wear PPE to carry out intimate care when appropriate following government guidelines, updating procedures accordingly.
14. During PSHE lessons, pupils will be taught how to attend to their own self-care and the importance of good hygiene.



# INTIMATE CARE POLICY PARENTAL AGREEMENT FORM

I agree to support the Intimate Care Policy and practice of Kingsthorpe Grove Primary School.

Children Name: .....

Class: .....

Signature of Parent/Carer:

.....

Date: .....

