



St John's School

Achieving Together

Article 24: You have the right to the best health care possible, safe water to drink, nutritious food, a clean and safe environment, and information to help you stay well.

Intimate Care Policy

Policy Status: Statutory

Review Cycle: 1 Years

Owner: Headteacher

Date: Under Review

Approved by: SLT

Date: Under Review

Review Date:

Background

A significant number of pupils at St. John's require staff help in the most essential daily living tasks such as toileting, dressing etc. In order to maintain the safety and well-being of the pupil, and the confidence and security of the staff, the following expectations must be adhered to at all times. This policy must be read in conjunction with the School Policy on Safeguarding.

Our Approach to Best Practice

Everyone's comfort and confidence must be taken into consideration – for example in the case of a member of staff delivering intimate care for a pupil of the opposite gender both must feel comfortable with this taking place. In all circumstances, one child will be supported by two adults.

The management of all pupils with intimate care needs will be carefully planned and should be a positive experience for all involved. The pupil who requires intimate care is treated with respect at all times; the pupil's welfare and dignity is of paramount importance. Staff who provide this care are trained to do so (including Safeguarding and Child Protection and Moving and Handling Training) and are fully aware of best practice, including having read the Guidance for Safer Working Practice for Adults who Work with Children and Young People in Education Settings (2019).

Suitable equipment and facilities can be identified to assist with pupils who need special arrangements by an assessment from an Occupational Therapist. (OT) It is the school/setting's responsibility to support staff that are carrying out intimate care procedures. Advice can be given by contacting the occupational therapy service, school nurse or the Safeguarding Team as required.

Pupils will be supported to achieve the highest level of autonomy possible given their age and abilities. Staff will ensure each pupil does as much for him/herself as he/she can.

Each child/young person's right to privacy will be respected. In all circumstances, one child will be supported by two adults. Wherever reasonable and practical staff should only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence, for example female staff supporting boys when there are no male staff.

Toileting

Pupils' dignity and privacy is paramount especially when their difficulties are such that they require help with going to the toilet. Safety will also be an important consideration and the delicate balance between the two requires careful management and discussion.

1. In all circumstances, one child will be supported by two adults. Pupil privacy and dignity must be considered at all times.
2. Pupils will be encouraged to lock cubicles doors when using the toilet independently.
3. Separate toilet areas for male/female where available should be used accordingly.
4. Staff should wear disposable gloves and aprons for health and safety reasons.
5. Programmes for use of the toilet may be referred to the Occupational Therapist, Physiotherapist or Continence Service for additional assistance or review as appropriate.

Washing, Showering and Dressing

Pupils' dignity and privacy is paramount especially when their difficulties are such that they require help in washing, showering and dressing. Health, hygiene and safety are also high priorities and a delicate balance between these areas needs careful management and discussion.

1. In all circumstances, one child will be supported by two adults. Pupil privacy and dignity must be considered at all times.
2. Staff will not lock doors; they may use Engaged Signs if necessary.
3. Separate changing areas where available for male/female should be used accordingly.
4. Staff should wear disposable gloves/aprons.
5. All educational activities are supervised but when a pupil is ready to be left to practise skill acquisition during personal independence training agreement must be reached with the parent/carer before the programme commences. Such agreement can be sought whenever necessary or at the Annual Review Meeting and noted as part of the E.H.C. Plan.

General Guidance for Staff

1. In all circumstances, one child will be supported by two adults. Use discreet observation to see if pad needs changing
2. Use quality of touch in intimate care that is affirmative, sensitive and supportive.
3. Handling during intimate care requires explanation to the pupil of what is happening and seeking permission whenever possible.
4. Approach the pupil from the front making eye-contact if possible and use their name accessing the appropriate form of communication.
5. Only where hygiene procedures are being carried out may private body parts be touched.
6. In order to maintain the dignity of the pupil, procedures should neither be rushed or prolonged unnecessarily.
7. Use diligent observation for detection of abuse.

Monitoring of policy and practice

Different classes and pupils will have different systems for recording intimate care procedures, especially toileting. It is particularly important that this is recorded for pupils who cannot advocate for their own intimate care needs, to avoid their needs being overlooked. It is important that staff are aware of the processes in their class.

Policy and practice will be monitored by the Medical Lead for SLT - Amanda Rizzo. The practice and procedures will be regularly reviewed and reported back to the Head Teacher to ensure that the practice is consistently adhered to and is robustly monitored.

Staff Training

Guidance around intimate care is covered in the Safeguarding Induction training for all new members of staff. New members of staff will be supported by class teams to carry out intimate care.

This policy will be referred to during induction training and on a regular basis thereafter.

Policy review

This policy will be reviewed every year.