

**Woburn Lower School**

**Intimate Care Policy**

**Rationale**

At Woburn Lower School we define intimate care as ‘an activity required to meet the personal care needs of each individual child in partnership with the parent/carer and the child’. This may occur on a regular basis or during a one-off incident.

Woburn Lower School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all our children with respect when intimate care is given and to be sensitive to each child’s individual needs.

Intimate care may involve:

* Assisting a child to change his/her clothes
* Assisting or supervising a child who needs help to go to the toilet or who has had a toileting accident
* Providing first aid assistance (see first aid policy)
* Assisting a child who requires a specific medical procedure (only to be carried out by a staff member who has had suitable training as per Administrations of Medicines Policy)

It is the responsibility of the parent/carer to advise the school of any known intimate care needs relating to their child. Staff will work in close partnership with parent/carers and other professionals to share information and to provide continuity of care.

Where pupils with complex and/or long term health conditions have a health care plan in place, the plan should, where relevant, take into account the principles and best practice guidance in this Intimate Care Policy and be reviewed at least annually.

**Principles**

Our policy is based upon the fundamental principles that:

* Every child has a right to be safe
* Every child has a right to personal privacy
* Every child has the right to be valued as an individual
* Every child has the right to be treated with dignity and respect
* 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 their views taken into account
* Every child has the right to have levels of intimate care that are appropriate and consistent

**Assisting a child to change his/her clothes**

Staff members will always encourage children to attempt dressing and undressing unaided. However, if assistance is required this will be given. Staff members will always ensure a colleague is within the vicinity and that the child is given as much privacy as possible.

**Toileting accidents/changing nappies**

A supply of wet wipes and spare underwear and clothes are kept on the school site. If a child has a toileting accident they will be given the opportunity to change independently. If they need assistance, a member of staff will assist the child, ensuring that a colleague is within the vicinity and that the child is given as much privacy as possible. Staff will follow Health and Safety Guidelines, using protective disposable gloves, storing soiled clothing in a plastic bag to return to parents and disposing of waste products in a suitable way.

**Safeguarding**

The school will act in accordance with ‘Keeping Children Safe in Education’ 2024 and the Equalities act 2010 which requires that any pupil with an impairment that affects his/her ability to carry out day-to-day activities must not be discriminated against. Any adult involved in intimate care must be employees of the school (not students or volunteers) and therefore have had thorough safer recruitment checks including enhanced DBS checks. No adult will carry a mobile phone, camera or similar device whilst providing intimate care.

**Related policies:**

Safeguarding

SEND

Accessibility Plan

Equality information and objectives statement

Whistleblowing

**Governor:**

**Date: July 2024**

**Headteacher: Mrs Paula Black**

**Date: July 2024**

**Review date: July 2026**