



Intimate Care Policy

‘Educational Inclusion’ is about equal opportunities for all pupils. It pays particular attention to the provision for, and achievement of, different groups of pupils’

Developed by **Staff**

In consultation with **Staff and Governors**

Responsible Committee **R&F (Resources and Finance)**

Approval Date **20/1/26**

Review Date **31/1/27**

Communication **Staff Shared Drive
School Website**

The pastoral care of our children is central to the aims, ethos and teaching programmes in Thakeahm Primary School and we are committed to developing positive and caring attitudes in our children. It is our intention to develop independence in each child, however there will be occasions when help is required. The principles and procedures apply to everyone involved in the intimate care of children.

Thakeham Primary 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. No child should be attended to in a way that causes distress or pain and adults and staff must be sensitive to each child's individual needs. Adults dealing with any situations of intimate care should be accompanied by another adult. The door should always be open.

Intimate care is any care which involves one of the following:

1. Assisting a child to change his/her clothes
2. Changing or washing a child who has soiled him / herself
3. Assisting with toileting issues
4. Supervising a child involved in intimate self-care
5. Providing first aid assistance
6. Providing comfort to an upset or distressed child
7. Feeding a child
8. Providing oral care to a child
9. Assisting a child who requires a specific medical procedure and who is not able to carry this out unaided.

*

* In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure, (e.g. the administration of rectal diazepam.) Parents have the responsibility to advise the school of any known intimate care needs relating to their child

Principles of Intimate Care

The following are the fundamental principles of intimate care upon which our policy guidelines are based:

- Every child has a right to be safe;
- Every child has the 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;
- All children have the right to be involved and consulted in their own intimate care to the best of their abilities;
- All children have the right to express their views on their own intimate care and to have their views taken into account; and
- Every child has the right to have levels of intimate care that are appropriate and consistent.

Developing a Care Plan

A welfare planning meeting with the Headteacher or INCo, parent, PCT-employed School Nurse, relevant TAs and, if appropriate, the pupil, should be arranged for each child with continence difficulties or any identified medical difficulties, in order to develop a care plan.
This meeting should also identify any equipment, accommodation and support requirements.

The Hazards

The main health and safety hazards when caring for children with continence difficulties are :

- The spread of infection
- Skin irritation

- Manual handling
- Safeguarding – ensure two members of staff are present at all times and doors are left open

Controlling Infection

Refer to the 'Good Hygiene Practice' section on the Guidance Control in Schools (Health Protection Agency 2010) poster. Good hygiene must be used when changing incontinence pads or nappies and/or a soiled child, to reduce the risk of infection. Surrounding areas must be cleaned according to the guidance. Hygiene room facilities, including a shower and sluice, should be considered for children with significant long-term continence difficulties.

Staff who have direct personal contact with pupils with continence difficulties must be offered Hepatitis B vaccination and should decide whether to take this up following discussion with their GP. For staff working with other pupils, providing hygiene guidance below is followed, risk of Hepatitis B is very, very low and vaccination is not advised.

Do :

- **Follow Covid hygiene guidelines**
- **Ensure there are two members of staff present and the door is open**
- Ensure you have all the equipment you need and access to water before you begin each nappy/pad change.
- Wash hands thoroughly before and after each nappy/pad change (including disposal of nappy).
- Wear latex-free disposable gloves and a disposable apron. Use a waterproof changing mat, if the child is unable to stand.
- Use disposable towels and consider using a hand sanitiser.
- Clean any surface that is soiled or touched during nappy/pad changing with a sanitising wipe and then dry the surface.
- Detergents and disinfectants must be labelled clearly and stored securely, in accordance with COSHH regulations.
- Use by dates must be adhered to as the product effectiveness diminishes over time.
- Disposable cleaning cloths should be used.
- Dispose of nappies/pads safely by placing them in an individual plastic bag and put into a bin with a plastic liner.
- Ensure changing areas are well away from food preparation areas.
- Store clean nappies/pads away from changing areas to prevent cross contamination.

Do Not :

- **Supervise the changing of a child on your own**
- Use changing mats without protecting them with paper towels. (Towels should be changed for every child and discarded after use.)
- Use mats that are dirty or have broken or torn waterproof covers.
- Share creams and lotions between children.
- Use fingers to remove cream from containers. (Use a clean disposable spatula each time.)
- Return soiled waste to parents.

Appropriate Skincare

Parents should supply the pads, towelling and nappies, wipes, creams and so on to the establishment. Items may be listed in the health care plan. Change nappies/pads often, especially after soiling. It is important to keep the child's skin clean and dry. Rinse any soap away thoroughly because it may over-dry the skin and cause irritation. If the pupil uses disposable nappies or pads it is recommended by the product manufacturer that barrier creams are not used as these reduce the product's absorbency.

Sun Protection and other creams

Staff should not apply any cream to children. Parents are encouraged to apply sunscreen or cream before school and send children into school wearing a sunhat. Should the children need to apply sun protection during the day they will be allowed to bring in their own sun protection which should be labelled with their name. The children will apply their own sun protection before break or lunch in the classroom so teacher or teaching assistant can monitor.

Manual Handling and Pupil Safety

Adequate space and equipment is required for changing and cleaning children to avoid manual handling injury. The designated area must have sufficient space so that staff do not have to adopt hazardous postures when attending to a child.

Changing children on the floor should be avoided for staff's health and safety, for hygiene reasons and for the child's dignity. Children may be changed/cleaned in a standing position. Use kneeling pads if appropriate.

Children who are unable to stand should be changed on a height adjustable changing bed. The child should either climb on or off themselves or use appropriate equipment identified on their moving and handling risk assessment/care plan/ Cot sides should be used to avoid the child slipping off the bed. Do not leave a child alone on a changing bed.

Staff should receive training in general manual handling and if appropriate in the pupil's specific handling requirements.

Advice is given by the 'Continence Team'.

**This policy should be read in conjunction with the policies in the
Child Protection and Safeguarding file.**