

EARLY YEARS INTIMATE CARE POLICY 2016



Inspired by Christ, Trent nurtures the God-given gifts of every child to achieve a love of learning with academic excellence.

We aim to create a happy and secure Christian environment in which children can grow in confidence and independence.

We promise to provide opportunities for every child to be the best that they can be.

Faith, hope and love are promoted through all we do; 'Serve one another in love' underpins our commitment to each other and the wider community.

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Statement of intent

Trent CE Primary school understands the importance of its responsibility to safeguard and promote the welfare of children.

Pupils may require assistance with intimate care as a result of their age or due to having special educational needs and disabilities (SEND). In all instances, effective safeguarding procedures are of paramount importance.

Trent CE Primary school has developed this policy in order to ensure that all staff responsible for providing intimate care undertake their duties in a professional manner at all times, and treat children with sensitivity and respect.

The school is committed to providing intimate care for children in ways that:

- Maintain their dignity.
- Are sensitive to their needs and preferences.
- Maximise their safety and comfort.
- Protect them against intrusion and abuse.
- Respect the child's right to give or withdraw their consent.
- Encourage the child to care for themselves as much as they are able to.
- Protect the rights of all others involved.

Signed by:

Louise Yarwood
Ruth Taylor

Headteacher
Chair of governors

Date: June 2016

1. Legal framework

1.1. This policy has due regard to all relevant statutory legislation.

2. What is intimate care?

2.1. For the purpose of this policy, “**intimate care**” is the physical presence or observation of the child to support their personal hygiene.

2.2. Intimate care general includes supervising the child whilst they clean themselves following wetting or soiling.

2.3. Intimate care procedures take place in the class toilet cubicles.

2.4. The member of staff responsible for supervising the child as they clean themselves will inform the class teacher and other adults when the care takes place and when it is finished.

2.5. Should there be an occurrence where the child is not able to clean themselves, parents/carers will be contacted by telephone; no cleaning of the genital or anal areas will be carried out without prior parental consent unless the child would remain significantly distressed by staff inaction.

2.6. ‘Significant distress’ will be decided between the intimate care designated person and the headteacher. Parents will be informed as soon as possible.

2.7. The child’s underwear will be replaced and the wet/soiled items returned to parents.

2.8. The class teacher or support staff will discreetly inform parents at the end of the school day.

3. Roles and responsibilities

3.1. The headteacher is responsible for ensuring that intimate care is conducted professionally and sensitively by appropriate members of staff.

3.2. The headteacher is responsible for handling any complaints about the provision of intimate care in line with the school’s Complaints Policy and Procedure.

3.3. Members of staff who provide intimate care are responsible for undertaking intimate care practice respectfully, sensitively and in line with the guidelines outlined in this policy.

3.4. Parents/carers are responsible for liaising with the school to communicate their wishes in regards to the child’s intimate care.

3.5. Parents/carers are responsible for providing their consent to the school's provision of their child's intimate care.

4. Parental engagement

4.1. The parents/carers of the child are required to sign the [Intimate Care Parental Consent Form](#) to provide their agreement.

4.2. In respect of the above, if no parental consent has been given but the child requires intimate care, parents/carers will be contacted by phone in order to gain consent.

5. Safeguarding procedures

5.1. The school adopts rigorous safeguarding procedures in accordance with the Child Protection and Safeguarding Policy, and will apply these requirements to the intimate care procedures.

5.2. The school will ensure that all adults providing intimate care have undergone an enhanced Disclosure and Barring Service (DBS) check enabling them to work with children.

5.3. All members of Reception staff will receive safeguarding training. The delegated First Aider carries out this care.

6. Monitoring and review

6.1. This policy will be reviewed annually by the headteacher (as DSL), who will make any changes necessary and communicate these to all members of staff.

6.2. All members of Reception class staff are required to familiarise themselves with this policy as part of their induction programme.

Intimate Care Parental Consent Form

Name of child:		Date of birth:	
Name of class teacher:	Mrs Breheny	Class:	Reception
Support staff:	Mrs Cagnetta*	Mr Taylor	

* designated intimate care provider

Intimate care is usually provided on an incidental basis to children who are generally “out of nappies” and have bladder and bowel control.

If your child needs more support, please let our staff know at the Home visit or by email to office@trent.barnetmail.net in advance.

Please be reassured that it is not unusual for children in Reception class to have a little ‘accident’!

Please sign below and return this form at the Home Visit.

I have read the Early Years Intimate Care Policy provided by Trent CE Primary School and I agree to the intimate care plan outlined above:

Signature of parent/carer/s:		Date:	
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