



Intimate Care Policy

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An academy within:





1. Intent

- 1.1. We recognise that the children and young people within our schools are some of the most vulnerable within the country. We all have a duty of care for the wellbeing and welfare of our children and young people.
- 1.2. We recognise that a child or young person's wellbeing is critical in maximising their potential. A child or young person's wellbeing includes physical and emotional health, safety and security. Many of our children and young people have a personalised timetable for physiotherapy, hydrotherapy, rebound therapy, sensory integration and positioning and exercises and also for personal care. For children and young people with complex care needs this is carried out by the class team.

2.

Aims

- 2.1. Hilltop school is committed to ensuring that all staff responsible for the intimate or personal care of children or young people will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust. This policy has been developed to safeguard children, young people and staff. It applies to everyone involved in the personal care of children or young people.
- 2.2. We recognise that there is a need to treat all children and young people, whatever their age, gender, disability, religion, ethnicity or sexual orientation with respect and dignity when intimate care is given. The child or young person's welfare is of paramount importance and his/her experience of personal care should be a positive one. It is essential that every child or young person is treated as an individual and that care is given gently and sensitively.

3. Principles for Intimate/Personal Care

- 3.1. The following are the fundamental principles upon which this policy and guidelines are based:

- ✦ Every child or young person has the right to be safe.



- Every child or young person has the right to personal privacy.
- ✦ Every child or young person has the right to be valued as an individual.
 - ✦ Every child or young person has the right to be treated with dignity and respect.
 - ✦ Every child or young person has the right to be involved and consulted in their own personal care to the best of their abilities.
 - ✦ Every child or young person has the right to become as independent as possible with their own personal care.
 - ✦ Every child or young person has the right to express their views on their own personal care and to have such views taken into account.
 - ✦ Every child or young person has the right to have levels of personal care that are as consistent as possible whilst being responsive to their needs.
 - ✦ To ensure that every child or young person has their personal care needs met whilst at school or out in the community in an environment that supports their continued learning, confidence and dignity.

4. Definition of Intimate/Personal Care

- 4.1. Personal care can be defined as any care which involves washing or touching intimate personal areas which most people usually carry out themselves but some children or young people are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing, toileting or dressing. It also includes supervision of children or young people involved in their own personal self-care.

5. Risk Assessments

- 5.1. Children or young people that require regular assistance with personal care have written risk assessments and procedures that are agreed by staff. These risk assessments are individual to each child or young person and is reviewed, at least once, in the school year and at any time of change of circumstances, for example, residential trips, staffing or room changes.

- 5.2. Every child or young person's right to privacy and modesty will be respected.



- 5.3. Careful consideration will be given to each child or young person's situation to determine who and how many staff might need to be present when they need help with personal care. This is usually determined through the risk assessment.
- 5.4. It is the responsibility of the Class Teacher to write and update risk assessments. It is the responsibility of all staff supporting personal care to read and be familiar with these and to report any issues to the class teacher in order that the risk assessment and procedures are reviewed, relevant and improved where necessary.

6. Independence

- 6.1. When carrying out personal care, all children and young people will be supported to achieve the highest level of independence that is possible given their age and abilities. Staff will encourage each individual pupil to do as much for his or herself as possible.
- 6.2. There must be careful communication with each pupil who needs help with personal care in line with their preferred means of communication to discuss/indicate their needs and preferences. Staff who provide personal care should speak to the child or young person personally by name, explain what they are doing and communicate with all children and young people in a way that reflects their age and ability.
- 6.3. The level of support needed is routinely discussed with the students' family and frequently becomes part of agreed home/school targets.

7. Cultural, Religious Views And Beliefs

- 7.1. The religious views, beliefs and cultural values of children, young people and their families should be taken into account, particularly as they might affect certain practices or determine the gender of the staff caring. It is essential that parents and carers are included in making the decisions on how the school cares for their child. This is usually discussed at parent and carer meetings or via a child or young person's key worker. The school will work with home and offer



their help and advice to ensure that children and young people have a consistent approach to their care, for example, the school will work together to devise a toileting programme that can be carried out at school and at home consistently.

8. Record Keeping / Monitoring:

8.1. Some children and young people have a personal care programme and records are completed where appropriate. Again, this may be an agreed programme between home and school toward independence.

9. Safeguarding

9.1. Any intimate care concerns that arise should be responded to in line with the school's safeguarding policy.