

Barlows Primary School

Intimate Care Policy

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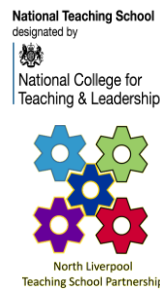


"To Give of our Best"

2017-2018

Reviewed and updated: September 2017
Approved by Governing Body: September 2017

"To give of our best, to work together, to value everyone and learn for life."



Barlows Primary School: Intimate Care Policy

This policy represents the agreed principles for intimate care throughout the school.
This policy has been agreed by all staff and governors within the school.

School aims

Our school community (children, staff, parents and governors) aims to:

- Give children the experience of school as a caring, supportive community where life is enjoyable and stimulating.
- Provide equality of opportunity for all pupils as individuals, helping them understand the world in which they live and to foster the attitudes and values of good citizenship.
- Prepare children for the opportunities, responsibilities and experiences of later life.
- Teach a code of behaviour which encourages self control and respect.
- Provide a high standard of teaching and learning opportunities that encourages and challenges children to "Give of their best".

Introduction

The purpose of this policy is:

- To safeguard the rights and promote the best interests of the children
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one
- To safeguard adults required to operate in sensitive situations
- To raise awareness and provide a clear procedure for intimate care
- To inform parents/carers in how intimate care is administered
- To ensure parents/carers are consulted in the intimate of care of their children

Principles

- It is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible.
- As far as possible, the child should be allowed to exercise choice and should be encouraged to have a positive image of his/her own body.
- It is important for staff to bear in mind how they would feel in the child's position.
- Given the right approach, intimate care can provide opportunities to teach children about the value of their own bodies, to develop their safety skills and to enhance their self esteem.
- Parents and staff should be aware that matters concerning intimate care will be dealt with confidentially and sensitively and that the young persons' right to privacy and dignity is maintained at all times.

Definition

Intimate care is one of the following:

- Supporting a pupil with dressing/undressing

- Providing comfort or support for a distressed pupil
- Assisting a pupil requiring medical care, who is not able to carry this out unaided
- Cleaning a pupil who has soiled him/herself, has vomited or feels unwell

Supporting dressing/undressing

Sometimes it will be necessary for staff to aid a child in getting dressed or undressed particularly in Early Years Reception and Nursery Classes. Staff will always encourage children to attempt undressing and dressing unaided.

Providing comfort or support

- Children may seek physical comfort from staff particularly children in the Nursery and Reception Classes.
- Where children require physical support, staff need to be aware that physical contact should be appropriate to the child's age and level of development and be child initiated.
- When comforting a child or giving reassurance, the member of staff's hands should always be seen and a child should not be positioned close to a member of staff's body which could be regarded as intimate.
- If physical contact is deemed to be appropriate staff must provide care which is suitable to the age, gender and situation of the child.
- If a child touches a member of staff in a way that makes him/her feel uncomfortable this can be gently but firmly discouraged in a way which communicates that the touch, rather than the child, is unacceptable.

Medical procedures

- Children with disabilities might require assistance with invasive or non-invasive medical procedures such as the administration of rectal medication, managing catheters or colostomy bags.
- These procedures will be discussed with parents/carers, documented in the care plan and will only be carried out by staff who have been trained to do so.
- Any members of staff who administer first aid should be appropriately trained. If an examination of a child is required in an emergency aid situation it is advisable to have another adult present, with due regard to the child's privacy and dignity.

Massage in Schools Programme (MISP):

We deliver the Massage in School Programme (MISP) for Nursery and Reception children throughout the year. The MISP is an inclusive programme of positive touch and clothed peer massage. Children wear their normal school clothes and give massage to each other on the back, head and arms. Children will take part in ten to fifteen minutes of massage daily. Two Learning Support Assistants are trained to teach the children how to deliver the peer massage. All children ask permission from each other before they start and say 'thank you' to their partner at the end.

Studies and observations have shown that:

- Children become calmer and have improved concentration.
- Children have more confidence and increased self esteem.
- It teaches children to respect others and leads to social inclusion.
- There is a reduction in bullying and aggression.
- Emotional health improves.
- It helps children recognise 'good' and 'bad' touch.
- Children show improved motor skills.
- It encourages visualisation and kinaesthetic learning.
- Co-operation improves as children work in pairs and in groups.
- There is a calmer classroom environment

The class teacher may observe the children before the programme starts and then at intervals to monitor the effect of massage on individual children and the whole group. Parents may be asked to help the teachers by monitoring changes in their child at home by completing an observation sheet before the massage begins and at other intervals.

Physiotherapy

- Children who require physiotherapy whilst at school should have this carried out by a trained physiotherapist. If it is agreed in the Learning and Progress Review or care plan that a member of the school staff should undertake part of the physiotherapy regime (such as assisting children with exercises), then the required technique must be demonstrated by the physiotherapist personally, written guidance given and updated regularly.
- Under no circumstances should school staff devise and carry out their own exercises or physiotherapy programmes.
- Adults (other than the physiotherapist) carrying out physiotherapy exercises with pupils should be employees of the school.
- Any concerns about the regime or any failure in equipment should be reported to the physiotherapist.

Soiling

Intimate care for soiling may be required within the EYFS Department. This is discussed with Parents at the open days before the children join the Nursery or Reception classes. Clean spare clothing is available within the department.

If a child needs to be cleaned, staff will make sure that:

- Protective gloves and aprons are worn
- the procedure is discussed in a friendly and reassuring way with the child throughout the process

- The child is encouraged to care for him/herself as far as possible
- Physical contact is kept to the minimum possible to carry out the necessary cleaning.
- Privacy is given appropriate to the child's age and the situation
- All spills of vomit, blood or excrement are wiped up and flushed down the toilet
- Any soiling that can be, is flushed down the toilet
- Soiled clothing is put in a plastic bag, unwashed, and sent home with the child

Hygiene

All staff must be familiar with normal precautions for avoiding infection and must follow basic hygiene procedures.

Staff will have access to protective, disposable gloves and aprons.

Protection for staff

It is not always practical for two members of staff to assist with an intimate procedure and also this does not take account of the child's privacy.

It is advisable, however, for a member of staff to inform another adult when they are going to assist a child with intimate care.

Members of staff need to have regard to the danger of allegations being made against them and take precautions to avoid this risk. These should include:

- Gaining a verbal agreement from another member of staff that the action being taken is necessary
- Allow the child, wherever possible, to express a preference to choose his/her carer and encourage them to say if they find a carer to be unacceptable
- Allow the child a choice in the sequence of care
- Be aware of and responsive to the child's reactions

Safeguards for children

There is an obligation on local authorities to ensure that staff who have substantial, unsupervised access to children undergo police checks. All staff at Barlows Primary School are DBS checked on application and cannot undertake tasks within school until all checks are completed satisfactorily.

All those working with children should be closely supervised throughout a probationary period and should only be allowed unsupervised access to children once this has been completed to their supervisor's satisfaction.

It is not appropriate for volunteers to carry out intimate care procedures. Students should only do so under the supervision of a trained member of staff.

Policy Reviewed: September 2017

To be reviewed September 2018