St George's CE Infant and Preschool Intimate Care Policy

Adopted by Governing Body: June 2024
Date of Review: June 2027

Signed: **Chair of Governors**

Inspire, Believe, Achieve-Let your light shine Matthew 5 v16
Be inspired with all our mind, believe in ourselves to achieve and flourish

The 6 Principles of Nurture:
The nurturing approach offers a range of opportunities for children and young people to engage with missing early nurturing experiences, giving them the social and emotional skills to do well at school and with peers, to develop their resilience and capacity to deal more confidently with the trials and tribulations of life, for life.

1. Children's learning is understood developmentally
2. The classroom offers a safe base
3. The importance of nurture for the development of wellbeing
4. Language is a vital means of communication
5. All behaviour is communication
6. The importance of transition in children's lives

INTRODUCTION
Staff who work with young children or children who have special needs will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence as well as more ordinary tasks such as help with washing and cleaning.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at St George's work in partnership with parents/carers to provide continuity of care to children wherever possible.

In school, staff deliver a full personal safety curriculum, as part of Personal, Social, Health and Economic Education, to all children as appropriate to their developmental level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.

St George's 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 children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

OUR APPROACH TO BEST PRACTICE

All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and safeguarding and Health and Safety training in moving and handling) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements, following assessment from physiotherapist/occupational therapist as required.

Staff will be supported to adapt their practice in relation to the needs of individual children, taking into account developmental changes.

There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss the child's needs and preferences. The child is aware of each procedure that is carried out and the reasons for it.

As a basic principle, children will be supported to achieve the highest level of autonomy that is possibly given for their age and ability. Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up for particular children, as appropriate, to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer.

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child needs help with intimate care. Where possible one child will be cared for by two adults unless there is a sound reason for having one adult present. If this is the case, the reasons should be clearly documented.

Wherever possible the same child will not be cared for by the same adult on a regular basis; there will be a rota of carers known to the child who will take turns in providing care. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, while at the same time guarding against the care being carried out by a succession of completely different carers.

Parents/carers will be involved with their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangements will be recorded on the child's care plan.

The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation.

GUIDELINES FOR BEST PRACTICE

All children have the right to be safe and be treated with dignity and respect. These guidelines are designed to safeguard children and staff. They apply to every member of staff involved with the intimate care of children.

Young children and children with special educational needs can be especially vulnerable. Staff involved with their intimate care need to be particularly sensitive to their individual needs.

Adhering to the following guidelines of good practice should safeguard both children and staff.

1. **Involve the child in the intimate care.** Try to encourage a child's independence as far as possible in his or her intimate care. Where a situation renders a child fully dependent, talk about what is going to be done and, where possible, give choices. Check your practice by asking the child or parent about any preferences while carrying out the intimate care.
2. **Treat every child with dignity and respect and ensure privacy appropriate to the child's age and situation.** There may be instances where it is more appropriate for one member of staff to be helping a child change, at other times two adults may be needed.
3. **Make sure practice in intimate care is consistent.** As a child may have multiple carers, a consistent approach to care is essential. Effective communication between all parties ensures that practice is consistent.
4. **Be aware of your own limitations.** Only carry out activities that you understand and feel competent with. If in doubt, ask. Some procedures may only be carried out by members of staff who have been formally trained and assessed.
5. **Promote positive self-esteem and body image.** Confident, self-assured children who feel their bodies belong to them are less likely to be vulnerable. The approach you take towards intimate care can convey lots of messages to a child about their body worth. Your attitude towards a child's intimate care is important. Keeping in mind the child's age, routine care can be both efficient and relaxed.
6. **If you have any concerns you must report them.** If you observe any unusual markings, discolouration or swelling, report it immediately to the Designated Safeguarding Leader.

If a child is accidentally hurt during intimate care or misunderstands or misinterprets something, reassure the child, ensure their safety and report the incident immediately to the Designated Safeguarding Leader (Head Teacher, Deputy Head or KS Leaders). Report and record any unusual emotional or behavioural response by the child. A written record of concerns must be made available to the parents and kept in the child's personal file.

THE PROTECTION OF CHILDREN

Educational Child Protection Procedures and Inter-Agency Child Protection procedures are accessible to staff and adhered to.

Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the Designated Safeguarding Leader (Head Teacher or KS Leaders). A clear record of the concern will be completed and referred to outside agencies, if deemed necessary.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed.

APPLICATION OF SUNCREAM

We request that parents thoroughly apply sun cream to their child before the start of the school day. On arrival to Preschool, staff check if the children have had sun cream applied by their parent. Families are asked to supply a named roll on cream for their child and we will encourage the child to apply the sun cream themselves if they are able. If necessary, verbal direction may be given to support the children when applying sun cream. Despite precautions, staff will be alert to any child showing signs of overexposure to sun. In this instance we will take the child inside if necessary.

PRESCHOOL CHILDREN

The expectation is that all children attending Preschool should be successfully toilet trained. However, we recognise that due to the age and developmental stage of our 3 and 4 years olds, it is likely that some children may still require support with using the toilet successfully. Staff will support parents and children in toilet training techniques and strategies and will work with other agencies, such as a Health Visitor, if required.

The following procedures and processes are adhered to when providing intimate care at St George's Preschool:

- All parents must sign the Intimate Care Policy and retain a copy for their records.
- Parents will ensure their child wears pull ups to Preschool, if they are still not able to successfully use the toilet.

- Parents will provide a bag containing clean pull ups, wet wipes and nappy sacks for staff to use.
- Children will be changed once an adult is made aware that a toileting incident has occurred.
- Children will be changed, in line with our Intimate Care Policy, standing up in the toilet area. Doors will remain open to ensure both the member of staff and child are visible at all times.
- One member of staff will provide intimate care, unless a second staff member is required.
- Used pull ups will be returned to parents in a sealed nappy sack at the end of the preschool session

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Parental Permission for Intimate Care

Should it be necessary, I give permission for _____to receive intimate care (e.g. help with changing and toileting).

I understand that staff will endeavour to encourage my child to be independent.

I understand that I will be informed discretely should the occasion arise that my child needed to receive intimate care.

I confirm that I have Parental Responsibility for the above named child.

Signed_____

Name_____

Date_____

Preschool aged children-I will provide a bag containing the following equipment to aid the Preschool staff in fulfilling their duty:

- Pull ups
- Wet wipes
- Nappy sacks

School aged children-I will provide the following equipment to aid the school staff in fulfilling their duty: