



## **North Beckton School Policy and Procedures for and Intimate Care**

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### **Introduction**

This policy is designed to ensure the safeguarding of all pupils at North Beckton Primary School in the aspect of toileting and intimate care. Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care.

North Beckton 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. North Beckton Primary School recognises that there is a need to treat all children with respect when intimate care is given. The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control. There shall be a high awareness of child protection issues. Staff behaviour must be open to scrutiny and staff must work in partnership with parents/carers to provide continuity of care to pupils wherever possible. No pupil should be attended to in a way that causes distress or pain.

**In the case of a specific procedure, such as hoisting or the use of specific moving or handling or the administration of rectal diazepam, only a person suitably trained and assessed as competent should undertake the procedure.**

### **Our approach to best practice**

The management of all pupils with intimate care needs will be carefully planned. Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in moving and handling when required) and are fully aware of best practice. The child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance. Equipment is provided to assist with pupils 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 such as the onset of puberty and menstruation.

The pupil will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each pupil to be as independent as possible. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans are drawn up for particular pupils as appropriate to suit the circumstances of the pupil.

Each pupil's right to privacy will be respected. Careful consideration will be given to each pupil's situation to determine how many adults might need to be present when a pupil is toileted. Where pupils can carry out their own personal care in the toilet **one adult can support**. If **intimate care** is required **two staff will need to be present**, ideally 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, whilst at the same time guarding against the care being carried out by a succession of completely different carers.

At North Beckton Primary School all support staff are trained in all aspects of intimate care including safeguarding and safe handling. In order to respect age and culture after puberty staff, wherever possible, will only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence.

Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the ..... The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

### **Physical Contact**

All staff engaged in the care and education of children and young people need to exercise caution in the use of physical contact.

The expectation is that staff will work using a 'limited touch' culture and that when physical contact is made with pupils this will be in response to the pupil's needs at the time, will be of limited duration and will be appropriate given their age, stage of development and background.

Staff should be aware that even well intentioned physical contact might be misconstrued directly by the child, an observer or by anyone the action is described to. Staff must therefore always be prepared to justify actions and accept that all physical contact be open to scrutiny.

Physical contact which is repeated with an individual child or young person is likely to raise questions unless the justification for this is formally agreed by the child, the organisation and those with parental responsibility.

Some pupils may require more physical contact to assist their everyday learning, including the use of specific strategies such as 'Intensive Interaction', 'aromatherapy and massage' or 'physical prompting'. The general culture of 'limited touch' will be adapted where appropriate to the individual requirements of each child. The arrangements must be understood and agreed by all concerned, justified in terms of the child's needs, consistently applied and open to scrutiny. Wherever possible, consultation with colleagues should take place where any deviation from the arrangements is anticipated. Any deviation and the justification for it should be documented and reported.

Extra caution may be required where a child has suffered previous abuse or neglect. In the child's view, physical contact might be associated with such experiences and

lead to staff vulnerable to allegations of abuse. Additionally, many such children are extremely needy and seek out inappropriate physical contact. In such circumstances staff should deter the child without causing them a negative experience. Ensuring that a witness is present will help to protect staff from such allegations.

### **Children wearing nappies**

School may have concerns regarding Child Protection issues when they are asked by parents to admit a child who is still wearing nappies. Child Protection need not present an issue. It is good practice to provide information for parents of the policy and practice in the school. Such information should include a simple agreement form for parents to sign – outlining who will be responsible, within the school, for changing the pupil and when and where this will be carried out. This agreement allows the school and the parent to be aware of all the issues surrounding this task from the outset.

We will record who changes a pupil, how often this task is carried out and the time. Examples of such good practice provide reassurance for parents that systems are in place and that the school have implemented procedures for staff to follow.

School often ask for clarification regarding who is responsible for providing equipment when pupils require changing. Parents have a role to play when their child is still wearing nappies. The parent should provide nappies or wipes and parents should be made aware of this responsibility. School is responsible for providing gloves, plastic aprons, a maserator to get rid of waste.

### **Showers/changing clothes**

Young people are entitled to respect and privacy when changing clothes or taking a shower. However, there must be the required level of supervision to safeguard young people with regard to health and safety considerations and to ensure that bullying or teasing does not occur. This means that adults should announce their intention of entering changing rooms, avoid remaining in changing rooms unless pupil needs require it, avoid any physical contact when children are in a state of undress and avoid any visually intrusive behaviour.

Given the vulnerabilities of the situation, it is strongly recommended that when supervising children in a state of undress, another member of staff is present. However, this may not always be possible and therefore. Staffs need to be vigilant about their own conduct, e.g. adults must not change in the same place as children or shower with children.

### **Photography, videos and similar creative arts**

Staff should be aware of the potential for such mediums of teaching to be used for the wrong purposes. Additionally, children who have been previously abused in this way may feel threatened by the legitimate use of photography, filming etc. The potential for founded and unfounded allegations of abuse requires that careful consideration be given to the organisation of these activities.

*(Please consult the schools policies and protocols for the taking and use of images and of photographic equipment.)*

### **Mobile Telephones**

All mobile telephones of staff should be kept locked in a cupboard or locker during the day when on duty with pupils, unless specific permission has been given by the Head Teacher. *(Please consult the schools policies and protocols for the use of mobile phones.)*

