

## **INTIMATE CARE POLICY**

This policy relates to the whole school including the Early Years Foundation Stage.

### **INTRODUCTION**

All staff at Kingswood House School who work with young children must realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs, avoiding and minimising risk – not only risk of abuse to children but also risk of allegation against those who are working with them.

1. Intimate care is 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."
2. Children's dignity will be preserved and a high level of privacy at all times. Staff who provide intimate care are aware of child protection issues. Staff behaviour is open to scrutiny and staff at Kingswood House School work in partnership with parents, carers and Governors to provide continuity of care to the children under their care both during school hours, outings and residential trips away.
3. Staff deliver a full personal safety curriculum as part of Personal, Social and Health Education, to all children as appropriate to their age and developmental level and degree of understanding.
4. Kingswood House 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.

Kingswood House recognises 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**

1. Physical contact should be limited to that which circumstances dictate and not prolonged, as this can be misconstrued.
2. If you need to see a child alone, make sure that the door is open or another adult is around and the child knows this. Don't invade a child's privacy whilst toileting, a child's dignity is of paramount importance; just let them know to call if they need assistance.
3. All children who require intimate care are treated respectfully at all times.
4. Staff who provide intimate care are fully aware of best practice.
5. There is careful communication with each child who needs help (verbal, symbolic etc.)

6. Staff will encourage each child to do as much for themselves as they can. 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 carer and health.

### **THE PROTECTION OF CHILDREN**

1. The Education Child Protection Procedures and Inter-Agency Child Protection procedures will be accessible to staff and adhered to.
2. Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.
3. If a member of staff has any concerns about changes in a child, they will immediately report concerns to the Head or Child Protection Officers.
4. 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 by Head and Governors.
5. Update training and hold Staff Insets if we have any concerns or new issues to address.

S Witts  
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