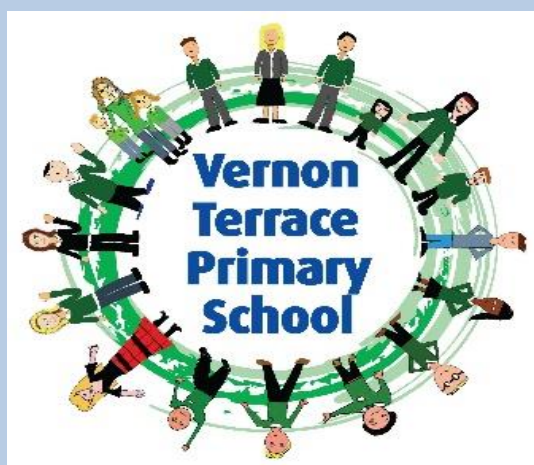


Vernon Terrace Primary School

INTIMATE CARE POLICY



Intimate Care Policy

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Introduction

At Vernon Terrace Primary School we recognise that all children have different rates of development and differing needs during their time at school. Most children achieve continence before the age of three. With the development of more early years' education and the drive towards inclusion, however, there are many more children in mainstream educational establishments who are not fully independent.

We are committed to ensuring that all pupils are able to access the whole curriculum and are able to be included in all aspects of school life. This includes providing suitable changes of clothing and attending to continence needs of our pupils where necessary.

Aims

All children have the right to be safe, to be treated with courtesy, dignity and respect and to be able to access all aspects of the educational curriculum and Vernon Terrace Primary School will work:

- To ensure that pupils with continence difficulties are not discriminated against in line with the Equalities Act 2010
- To provide help and support to pupils in becoming fully independent in personal hygiene
- To treat continence issues sensitively so as to maintain the self-esteem of the child
- Work with parents in delivering a suitable care plan where necessary
- To ensure that staff dealing with continence issues work within guidelines that protect themselves and the pupils involved

Pupils' Needs

All staff work hard to build effective relationships with the parents and carers of the children attending Vernon Terrace Primary School. Any individual needs that a child may have will be dealt with sensitively and appropriately. We will work with parents and carers to ensure that each child can access the curriculum. Any child who has personal care or continence needs will be attended to in a designated area within school. Parents will only be contacted in cases where soiling is severe and/or linked to illness e.g. sickness and diarrhoea, or when a child refuses to let a member of staff help change their clothing.

Care Plans

Where a pupil has particular needs (e.g. wearing nappies or pull-ups regularly, or has continence difficulties which are more frequent than the odd 'accident', staff will work with parents/carers (and health visitors/school nurse, if appropriate) to set out a care plan to ensure that the child is able to attend daily. The written care plan will include:

- Where changing will take place
- What resources and equipment will be used including cleansing agents used or cream to be applied and clarification of who is responsible (parent or school) for the provision of the resources and equipment.

- How the product, if used will be disposed of, or how wet or soiled clothes will be kept until they can be returned to the parent/carer
- What infection control measures are in place
- What the staff member will do if the child is unduly distressed by the experience or if the staff member notices marks or injuries
- Training requirements for staff
- Arrangements for school trips and outings
- Care plan review arrangements

Care Plan Agreements

In these circumstances it may be appropriate for the school to set up an agreement which defines the responsibilities that each partner has, and the expectations each has for the other.

This will include:

The parent/ carer will:

- agree to ensure that the child is changed at the latest possible time before being brought to the school
- provide the school with spare nappies or pull ups and a change of clothing which is suitable
- understand and agree to the procedures that will be followed when their child is changed at school – including the use of any cleanser or wipes
- agree to inform the school should the child have any marks/rash
- agree to review arrangements should this be necessary

The school will:

- agree to change the child during a single session should the child soil themselves or become uncomfortably wet
- agree to monitor the number of times the child is changed in order to identify progress made
- agree to report should the child be distressed, or if marks/rashes are seen
- ensure that privacy and dignity are maintained during the time taken to change the child
- agree to review arrangements should this be necessary.

This kind of agreement should help to avoid misunderstandings that might otherwise arise, and help parents feel confident that the school is taking a holistic view of the child's needs. Should a child

with complex continence needs be admitted, the school will consider the possibility of special circumstances and/or provision being made. In such circumstances, an appropriate health care professional (School Nurse or Family Health Visitor) will be closely involved in forward planning.

Personal Care Procedures

The staff at Vernon Terrace Primary School will follow agreed procedures when attending to the care or continence needs of any pupil within the setting, whether this be a child with a care plan agreement or a child who has had an occasional 'accident'.

Health and Safety Procedures

When dealing with personal care and continence issues, staff will follow agreed health and safety procedures to protect both the child and the member of staff.

Child Protection

The normal process of changing continence or wet/soiled clothes should not raise child protection concerns, and there are no regulations that indicate that a second member of staff must be available to supervise the changing process to ensure that abuse does not take place. Few schools will have the staffing resources to provide two members of staff for changing and DBS checks are carried out to ensure the safety of children with staff employed in our school. If there is known risk of false allegation by a child then a single practitioner will not undertake changing. A student on placement will not change a child unsupervised. Where ever possible, the same member of staff will be allowed to change named children. This reduces the risk to the child and promotes their dignity. The care plan will outline back up or contingency measures in the event that the named member of staff is not available

Monitoring and Review

- The SENDCO will take responsibility for monitoring that agreed procedures are being followed and are meeting the needs of children and families.
- It is the SENDCO responsibility to ensure that all practitioners follow the school policy.
- Any concerns that staff have about child protection issues will be reported to the Designated Safeguarding Lead (DSL) and subsequently the Head Teacher for further referral if appropriate.
- This policy runs alongside other school policies, particularly Safeguarding Children, SEND, and Health and Safety.

Home/School Partnership Agreement for Nappy Changing

Child's Name **Date of birth**.....

The Parent/Guardian:

- I agree to ensure that my child is changed at the latest possible time before being brought to the setting/school
- I agree to provide the setting/school with spare nappies, baby wipes and a complete change of clothing in a labelled bag.
- I have read the intimate care policy, I understand and agree the procedures that will be followed when my child is changed at school.
- I agree to inform the setting/school should the child have any marks/rash

The School:

- We agree to changing the child should they soil themselves or become uncomfortably wet.
- We agree to monitor the number of times the child is changed.
- We agree to report should the child be distressed, or if marks/rashes are seen.
- If a child requires cream administering the parent is expected to sign a permission form beforehand.

Signed: **Date:**

Parent/Guardian

Permission

- I give permission for cream to be administered to my child and this is supplied with instructions.

