

## Lacey Green Primary Academy intimate Care Policy



*Aspire to achieve...*

### Aims and Expectations:

#### Rationale:

The Intimate Care Policy and Guidelines Regarding Children have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children.

We believe intimate care is any activity such as feeding, oral care, washing, changing clothes, toileting, first aid and medical assistance, comforting and support, and supervising intimate self-care that is required to meet the personal needs of a child regularly or during a one-off incident.

We have a duty to safeguard children and school personnel at all times. We must develop independence in each child but on those occasions when children need assistance they must feel safe, have personal privacy, feel valued, are treated with dignity and respect, are involved and consulted about their own intimate care with school personnel that are specially trained in intimate care procedures.

We treat every child as an individual treating them gently and sensitively as possible.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

#### Aims:

- To safeguard the rights of children.
- To safeguard school personnel trained in intimate care procedures.
- To work with other schools to share good practice in order to improve this policy

### Principles of Intimate Care

The following are the fundamental Principles of Intimate Care upon which the Policy and Guidelines are based:

- Every child has the right to be safe.
- Every child has the right to personal privacy.
- Every child has the right to be valued as an individual.
- Every child has the right to be treated with dignity and respect.
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities.
- Every child has the right to express their views on their own intimate care and to have such views taken into account.
- Every child has the right to have levels of intimate care that are age appropriate and as consistent as possible

## **Procedure**

### **Role of the Governing Body**

#### **The Governing Body has:**

- delegated powers and responsibilities to the Principal to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- nominated a link governor to visit the school regularly, to liaise with the Principal and the coordinator and to report back to the Governing Body;
- responsibility for the effective implementation, monitoring and evaluation of this policy

### **Role of the Nominated Governor**

#### **The Nominated Governor will:**

- work closely with the Principal and the coordinator;
- ensure this policy and other linked policies are up to date;
- ensure that everyone connected with the school is aware of this policy;
- annually report to the Governing Body on the success and development of this policy

### **Role of School Personnel with Responsibilities for Intimate Care**

#### **School personnel will:**

- receive training in Child Protection, First Aid, intimate care procedures, and Health and Safety training in moving and handling;
- be professional in their duties at all times;
- be respectful of a child's needs;
- preserve a child's dignity and respect with a high level of privacy, choice and control appropriate to the child's age and situation;
- be aware of a child's method and level of communication;
- make sure practice in intimate care is consistent;
- be aware of their own limitations;
- promote positive self-esteem and body image;
- work in partnership with parents/carers;
- report any concerns they have about a child;
- report any concerns they have about a colleague's intimate care practice;
- be aware of the danger of allegations being made against them;
- take precautions to avoid risk

### **Nappy Changing in the Early Years**

#### **Nappy changing procedures include:**

- Nappy changing undertaken in an allocated room.
- A child's key person changes a child's nappy.

### ***Lacey Green Primary Academy***

- Record kept when each nappy is changed and with information shared with parents/carers.
- Children's nappies checked at appropriate intervals by key person.
- Nappy changing resources readily supplied.
- A named bag for each child containing spare clothes in place.
- A new set of gloves and apron to be worn for every nappy change.
- Child to be placed on a mat during a nappy change.
- Soiled nappies to be placed in a nappy sack for disposal.
- Any soiled clothes to be sent home in a separate bag.
- All cleaning wipes to be placed in a nappy sack.
- Nappy sack to be securely tied and placed in the appropriate bin for disposal.
- Before dressing the child dispose of all personal protective equipment used in the appropriate bin.
- Hands to be washed before dressing child.
- Return child to the classroom/area to join the rest of the class.
- Ensuring the nappy changing area is clean using anti-bacterial spray and disposal paper towels.
- See policy for 'Disposal of Nappies and Personal Protection equipment'.

### **Role of Parents/Carers**

#### **Parents/carers will:**

- be aware of and comply with this policy
- advise the school of any known intimate care needs relating to their child;
- be involved with their child's intimate care arrangements on a regular basis;
- be asked to take part in periodic surveys conducted by the school;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school

### **Rights of the Child**

All children have the right to be treated:

- with sensitivity and respect in such a way that their experience of intimate care is a positive one;
- by professionals suitably trained and assessed to be competent to undertake procedures in intimate care

### **Raising Awareness of this Policy**

We will raise awareness of this policy via:

- the Staff Handbook
- meetings with parents such as introductory, transition and parent-teacher consultations
- meetings with school personnel
- reports such annual report to parents and Principal reports to the Governing Body

### **Training.**

- Periodic training will be organised for all school personnel so that they are kept up to date with new information and guide lines concerning equal opportunities.

### **Equality Impact Assessment**

***Lacey Green Primary Academy***

- Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.
- This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

**Monitoring the Effectiveness of the Policy**

The practical application of this policy will be reviewed when the need arises by the coordinator, the Principal and the nominated governor.