



Intimate Care Policy

Bowman Academy takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care. Meeting a pupil's intimate care needs is one aspect of safeguarding. The Local School Board recognises its duties and responsibilities in relation to the Disability Discrimination Act which requires that any child or young person with an impairment that affects his/her ability to carry out day to day activities must not be discriminated against.

This intimate care policy should be read in conjunction with the following:

- Child Protection & Safeguarding Policy
- CIT Health and Safety Policy/Handbook
- Special Educational Needs Policy
- Positive Handling Policy
- CIT Whistleblowing Policy
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Bowman Academy is committed to ensuring that all staff responsible for intimate care of children will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust. Bowman Academy recognises that there is a need to treat all children and young people, whatever their age, gender, disability, religion or ethnicity with respect when intimate care is given. The child/young person's welfare and dignity is of paramount importance. The child or young person's comfort and well-being will be a priority at all times. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

What is intimate care?

Intimate care is often defined as care tasks of an intimate nature, associated with personal hygiene which demand direct or indirect contact with the child or young person. Staff may need to provide personal care to children across the school. This may be while they are developing independence or as part of their ongoing care needs due to physical disability, special educational needs associated with learning difficulties, medical needs or needs arising from the child's stage of development. Commonly accepted intimate care tasks include:

- Helping a child or young person to use the toilet
- Helping a child or young person to bath/shower
- Changing sanitary wear
- Washing intimate parts of the body

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- Changing continence pads
- Changing underwear

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

Staff deliver a full personal safety curriculum, as part of Personal, Social and Health Education (PSHE) and Relationship Sex Education (RSE)/Relationship Education (RE), to all children and young people as appropriate to their developmental level and degree of understanding. This work is shared with parents/carers who are encouraged to reinforce the personal safety messages within the home.

Bowman Academy is committed to ensuring that all staff responsible for the intimate care of children and young people will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children and young people with respect when intimate care is given. No child or young person should be attended to in a way that causes distress or pain.

Our approach to best practice

All children and young people who require intimate care are treated respectfully at all times; the child's welfare, comfort and dignity is of paramount importance. Members of staff that assist with intimate care are employed by Bowman Academy and have enhanced DBS. Staff are fully aware of best practice. Training for specific medical needs for individual pupils is provided by the community nursing team.

Staff are fully aware of best practice regarding infection control, including the need to wear disposable gloves and aprons as appropriate. Equipment will be provided to assist with children and young people who need special arrangements following assessment from suitably trained staff/ physiotherapist/ occupational therapist as required. Staff will be supported to adapt their practice in relation to the needs of individual children and young people considering developmental changes such as the onset of puberty and menstruation. Wherever possible, staff who are involved in the intimate care of children will not usually be involved with the delivery of sex and relationship education to their children and young people as an additional safeguard to both staff and children involved.

There is careful communication with each child who needs help with intimate care. As a basic principle, children will be supported to achieve the highest level of autonomy that is possible given 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.

Wherever possible the same child will not be cared for by the same adult on a regular basis; there will be a rota of adults, 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 adults.

Safeguarding and Child Protection

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If a member of staff has any concerns about physical changes in a child's presentation e.g. marks, bruises, soreness etc. then s/he will immediately report their concerns to the Designated Safeguarding Lead and safeguarding procedures will be followed as necessary. Parents/carers will be informed, where appropriate, by a member of the Designated Safeguarding Lead, unless doing so is likely to place the child/young person at greater risk of harm.

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) is 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 according to the school's and Trust's policy. Pupils who require intimate care will have a "Record of Intimate Care" chart which will be filled in and signed every time by any members of staff involved. All "Record of Intimate Care" charts will be monitored and signed daily by a member of the Senior Leadership Team.

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