

Long Furlong Primary School

Personal/Intimate Care Policy

At Long Furlong we will work to ensure that every child and young person can easily access care, play and learning experiences in our school, and during off-site visits.

Several nationally and internationally approved documents must inform our practice:

The convention on the Rights of Child states that all children are entitled to:

- Privacy (article 16)
- Good quality health care (article 24)
- Those who have any kind of disability have the right to special care and support so that they can live full and independent lives (article 23)

The Equalities Act of 2010 states that:

- Pupils must not be discriminated against by not making reasonable adjustments or refusing to admit
- Schools must not victimise a pupil by not affording the pupil access to a benefit, facility or service, or treat them less favourably than other pupils

Staff who work with children will realise that the issue of personal/intimate care is a difficult one and will require staff to be respectful of individual's needs.

Personal/intimate care can be 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. Examples include care associated with continence and menstrual management, help with washing, and first aid. Where possible all children will be encouraged to take responsibility for their own personal/intimate care; however, in circumstances where this is not possible, staff will support them in line with this policy.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide personal/intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny, and staff at Long Furlong Primary School work in partnership with parents/carers to provide continuity of care to children wherever possible.

Long Furlong Primary School is committed to ensuring that all staff responsible for the personal/intimate care of children will undertake their duties in a professional manner at all times, and recognises that there is a need to treat all children with respect when personal/intimate care is given. No child should be deliberately attended to in a way that causes distress or pain.

Our Approach to Best Practice

- All children who require personal/intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.

- If a child has an ongoing condition requiring personal/intimate care, the child's parent/guardian is consulted and fully involved in planning for the management of such care.
- If a child requires personal/intimate care as a result of them having an unexpected accident (e.g., toileting, incident requiring first aid) the parent/guardian is informed on the day of the accident occurring.
- Staff who provide personal/intimate care receive appropriate induction and training (including Child Protection and Health and Safety training in moving and handling, where appropriate) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/occupational therapist as required.
- There is careful communication with each child who needs help with personal/intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss the child's needs and preferences. The child is made aware of each procedure that is carried out and the reasons for it.
- Children are supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves. Individual Healthcare plans (IHP) are 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 the carer, and any health issues.

Safeguarding/Child Protection

This policy must be read and applied in full conjunction with the school's Safeguarding policy. Long Furlong's safeguarding and child protection procedures take account of guidance issued by the Department for Education and our own Local Authority.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. information must be recorded as quickly as possible and passed to the Designated Safeguarding Lead (DSL). The DSL will make an informed decision about the next course of action, for example: whether or not a referral is made to MASH/other agencies. Where appropriate the school will keep parents/guardians informed of any actions taken with regard to child protection and work in partnership with them; however the school may refer concerns without first informing parents/guardians if this is deemed the best way of protecting the children in our care.

The school curriculum, in particular through PSHE, aims to encourage children's self-confidence, self-esteem and self-awareness – all important elements in enabling children to protect themselves. All children receive support in developing assertiveness and personal safety skills carefully matched to their level of development and understanding.

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/guardians 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) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

Allegations made against staff at the school will be handled in line with the procedures set out in the 'Allegations of abuse made against staff and volunteers working with children' policy.

Monitoring

This policy will be reviewed every three years by the governing body. Regular monitoring of personal/intimate care plans and their implementation is ongoing by those staff involved in their administration. Any issues raised through this monitoring process that may require policy adjustments will be brought to the attention of the Headteacher as they arise.

Reviewed: *October 2023*