



Brentfield Primary School

Children of Today, Champions for Tomorrow

Intimate Care Policy

Head Teacher	Mrs N. Harmer
Person Responsible	Ms S. Rawat
Review Date	September 2021

At Brentfield School, we firmly believe that it benefits the child if he/she is out of nappies or at least working towards this by the time they start school. However, the school recognises that there may be additional needs that a child may have which necessitates him or her to require intimate care.

Definition

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. This policy will set out the procedures we will follow when nappy changing and in the case of a child accidentally wetting or soiling him/herself. It also states the roles and responsibilities of both the home and school and has an agreement/consent form for parent/carers to sign.

Our Approach to Best Practice

Brentfield Primary 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. We are committed in providing personal care that maintains the dignity of the individual and maximises both safety and comfort. There shall be a high awareness of child protection issues and all occurrences of any intimate care will be documented. Any regular requirements of an intimate nature will be planned for and children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. We are aware that children will have toileting accidents therefore ask all families to provide extra clothing for pupils within the Early Years.

Health and Safety

Staff should always wear PPE when dealing with a child who is soiled or when changing a soiled nappy. Any soiled waste should be placed in a polythene waste disposal bag and then be placed in the designated bin situated in the Welfare Room. Guideline for PPE removal must be followed in addition to strict handwashing.

Equipment Provision

Parents/carers have a role to play when their child is still wearing nappies. The parent/carers should provide nappies, nappy sacks, wipes etc. and parents should be made aware of this responsibility. The school will provide gloves, plastic aprons, a bin and liners to dispose of any waste.

Safeguarding

We recognise that children with disabilities are particularly vulnerable to all forms of abuse. Safeguarding procedures will be adhered to at all times. If a member of staff has any concerns about physical changes in a child's presentation (for example, unexplained marks, bruises or soreness) s/he will immediately report concerns to the designated lead for child protection.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated at an appropriate level and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of the process of reaching a resolution. Further advice will be taken from partner agencies.

Frequently asked questions:

Who will change the nappy/wet/soiled clothing?

The Early Years team will primarily be responsible for providing intimate care for pupils within the Early Years. Such duties will be performed by one member of staff. However, there will always be another member of staff present or within the vicinity and aware of the procedure taking place. For children in need of routine care, there will be a plan in place which identifies the key adults responsible for care and in their absence a pre-nominated second adult.

Where will changing take place?

The changing of nappies and soiled clothing will take place in the medical room. For children in Reception who do not require routine changing or assistance, they will be changed discreetly within the toilet area. All instances of intimate care will be recorded in the classroom or the welfare room. Where appropriate, children will be encouraged to be as independent as possible in self-care routines.

What resources will be used?

A changing mat, aprons, gloves, blue roll paper, antibacterial wipes, nappy sacks, nappies, baby wipes, cream (specified and provided by the parent/carer).

How will the nappies be disposed of?

Nappies will be placed in a nappy sack and disposed of in the designated bin within the welfare room.

What infection control measures are in place?

Staff will wear disposable gloves and aprons and face shield whilst dealing with incidents. Blue roll paper will be put on to

the medical bed and the changing mat placed on top. The changing area will be cleaned after use. Antibacterial spray will also be used in the classroom toilet area if a pupil has been changed.

What will the staff member do if the child is unduly distressed by the experience?

Staff will comfort and reassure the child, talk through what they are doing and ensure the change is completed swiftly to ensure the stress is not prolonged. For some pupils, the use of picture cards will be promoted.

What will the staff member do if he/she notices marks or injuries on the child?

Any staff member would be required to follow the school safeguarding policy and report any concerns to the nominated safeguarding leads.



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Home-School Partnership Agreement for Intimate Care

The Parent/Carer:

✓ I agree to ensure that my child is changed at the latest possible time before being brought to school.

✓ I agree to provide the school with spare clothing, nappies, wipes, disposable bags and creams. If a child requires prescribed cream administering, the parent/carer is expected to provide written permission beforehand by completing the appropriate documentation. (This can be obtained from the school Welfare Officer).

✓ I understand and agree the procedures that will be followed when my child is changed at school.

✓ I agree to inform the school should my child have any marks/rash.

✓ I agree to inform the school of any medical condition, which requires my child to need a nappy.

The School:

✓ We agree to change your child should he/she soil him/herself or become uncomfortably wet.

✓ We agree to undertake any intimate care duties in a professional manner.

✓ We agree to document the number of times your child is changed and by whom.

✓ We agree to report should your child be distressed, or if marks/rashes are seen.

Signed _____ (Parent/Carer)

Date _____

Any comments:

Brentfield School Intimate Care Record Form					
Date	Time	Pupil	Key Adult	Supporting Adult	Comment