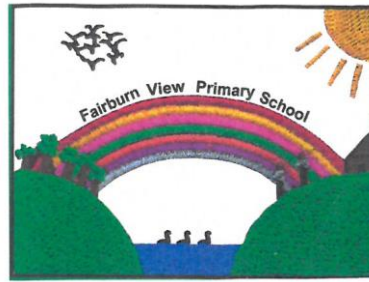


FAIRBURN VIEW PRIMARY SCHOOL



Fairburn View Primary School

Intimate Care Policy

October 2023

Version: _____

Prepared By: M Wilkins

Date Taken to Governors:

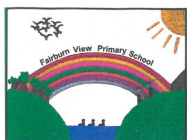
Signed by: _____

Head Teacher – M Brownlee

Signed by: _____

Chair of Governors – Jonathan Foster

Review Date: October 2025



FAIRBURN VIEW PRIMARY SCHOOL

Fairburn View Primary School is committed to ensuring all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times.

Fairburn View Primary School recognises there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Our approach to best practice

The management of any child who requires intimate care needs will be carefully planned. Any child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and, if needed Health and Safety training in lifting and moving) and are fully aware of our best practice. Apparatus has been provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist.

Staff are supported to adapt their practice in relation to the needs of individual children. Wherever possible staff, who are involved in the intimate care of children will not usually be involved with the delivery of sex education to the children/young people in their care as an additional safeguard to both staff and children/young people involved.

The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as he/she can, for example, giving the child responsibility for washing themselves. Individual intimate care agreements will be drawn up for particular children as appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child is toileted. Where possible, one child will be catered for by one adult unless there is a sound reason for having more adults present. If this is the case, the reasons should be clearly documented in the Child's Intimate Care Plan.

Wherever possible the same child will not be cared for by the same adult on a regular basis; ideally, there will be a rota of carers 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, whilst at the same time guarding against the care being carried out by a succession of completely different carers.

Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the child's care plan. The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation. An intimate care plan will be put into place for any child still wearing nappies and for children who need regular assistance with their independent toileting.

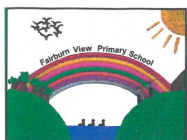
The Protection of Children

Our Child Protection Procedures will be adhered to.

All children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. S/he will immediately report concerns to the designated person for safeguarding and child protection.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into by the Senior Leadership Team and the DSL and outcomes recorded. Parents/carers will be



FAIRBURN VIEW PRIMARY SCHOOL

contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issues are 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 (see Allegations Against Staff policy)

Health and Safety

Health and Safety advice for schools can be found in the Health and Safety Handbook, available to schools through the Health & Safety Course on the Wakefield VLE.

Further Guidance

- Safeguarding and Child Protection Policy
- Keeping Children Safe in Education

Children Wearing Nappies and Children who need support with toileting.

At Fairburn View Primary School we strive to be inclusive and support all of our children to be successful, therefore, any child who needs support with toilet training, nappy changing and personal hygiene will be supported in school by our Hygiene Assistants. Our Hygiene Assistants change nappies and support children with their own intimate care, for instance with wiping etc. Children who require regular support from the Hygiene Assistants will have a care plan put in place and parents / carers will be updated regularly on their child's progress on the plan.

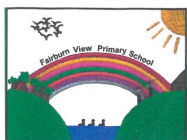
Changing Facilities

Fairburn View Primary School has changing and showering facilities in the Nursery Classroom. This area is discreet and allows the child privacy as the dignity and privacy of the child is the paramount concern. When the changing facilities are already being used or deemed unnecessary for purpose, an area can be made private in the year group toilets. Children who require support with toilet training will be taken to their own year group toilets by the Hygiene Assistants.

Physical Contact

All staff at Fairburn View Primary School engaged in the care and education of children and young people need to exercise caution in the use of physical contact. The expectation is that staff will work in 'limited touch' cultures and that when physical contact is made with pupils this will be in response to the pupil's needs at the time, will be of limited duration and will be appropriate given their age, stage of development and background. Members of staff should be aware that even well intentioned physical contact might be misconstrued directly by the child, an observer or by anyone the action is described to. Staff must therefore always be prepared to justify actions and accept that all physical contact be open to scrutiny. Physical contact which is repeated with an individual child or young person is likely to raise questions unless the justification for this is formally agreed by the child, the school and those with parental responsibility.

Children with special needs may require more physical contact to assist their everyday learning. The general culture of 'limited touch' will be adapted where appropriate to the individual requirements of each child. The arrangements must be understood and agreed by all concerned, justified in terms of the child's needs, consistently applied and open to scrutiny. Wherever possible, consultation with colleagues should take place where any deviation from the arrangements is anticipated. Any deviation and the justification for it should be documented and reported.



FAIRBURN VIEW PRIMARY SCHOOL

Extra caution may be required where a child has suffered previous abuse or neglect. In the child's view, physical contact might be associated with such experiences and lead to staff vulnerable to allegations of abuse. Additionally, many such children are extremely needy and seek out inappropriate physical contact. In such circumstances staff should deter the child without causing them a negative experience. Ensuring that a witness is present will help to protect staff from such allegations.

Restraint

There may be occasions where it is necessary for staff to restrain children physically to prevent them from inflicting damage on either themselves, others or property.

In such cases only the minimum force necessary should be used for the minimum length of time required for the child to regain self-control. In all cases of restraint the incident must be documented and reported. Staff must be fully aware of our Positive Handling Policy. Under no circumstances would it be permissible to use physical force as a form of punishment, to modify behaviour, or to make a pupil comply with an instruction. Physical force of this nature can, and is likely to, constitute a criminal offence.

Pupils in distress

Fairburn View Primary School recognise there may be occasions when a distressed pupil needs comfort and reassurance which may include physical touch such as a caring parent would give. Staff must remain self-aware at all times to ensure that their contact is not threatening or intrusive and not subject to misinterpretation. Judgement will need to take account of the circumstances of a pupil's distress, their age, the extent and cause of the distress. Unless the child needs an immediate response, staff should consider whether they are the most appropriate person to respond. It may be more suitable to involve the child's relative or our Learning Mentor. Staff must take particular care in instances which involve the same pupil over a period of time. Where a member of staff has a particular concern about the need to provide this type of care and reassurance they should seek further advice, from the Headteacher or the Deputy Headteacher.

First Aid and intimate care

Staff who are administering first aid should ensure, wherever possible, that another adult or other children are present. The pupil's dignity must always be considered and where contact of a more intimate nature is required (e.g. assisting with toileting or the removal of wet/soiled clothing), another member of staff should be in the vicinity and should be made aware of the task being undertaken. Regular requirements of an intimate nature should be planned for. Agreements between Fairburn View Primary School, those with parental responsibility and the child concerned should be documented and easily understood. The necessity for such requirements should be reviewed regularly. The child's views must also be actively sought and, in particular, any discomfort with the arrangements addressed.

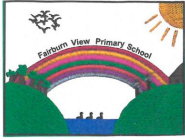
Physical Education and other skills coaching

Some staff are likely to come into physical contact with pupils from time to time in the course of their duties when participating in games, demonstrating an exercise or the use of equipment.

Staff should be aware of the limits within which such contact should properly take place and of the possibility of misinterpretation. Where it is anticipated that a pupil might be prone to misinterpret any such contact, alternatives should be considered, for example, involving another member of staff or a less vulnerable pupil in the demonstration.

Showers/changing clothes

Young people are entitled to respect and privacy when changing clothes or taking a shower. However, there must be the required level of supervision to safeguard young people with regard to health and safety considerations and to ensure that bullying or teasing does not occur. This means that adults should announce their intention of entering changing rooms, avoid remaining in changing rooms unless pupil needs require it, avoid physical contact when children are in a state of undress and avoid any visually intrusive behaviour. Given the vulnerabilities of



FAIRBURN VIEW PRIMARY SCHOOL

the situation, it is strongly recommended that when supervising children in a state of undress, another member of staff is present. However, this may not always be possible and therefore staff need to be vigilant about their own conduct, for example, adults must not change in the same place as children or shower with children.

Out of school trips, clubs etc.

All members of staff at Fairburn View Primary School should take particular care when supervising pupils in the less formal atmosphere of a residential setting or after-school activity. Although more informal relationships in such circumstances tend to be usual, the standard of behaviour expected of our staff will be no different from the behaviour expected within school. Staff involved in such activities should also be familiar with our policy and all LEA Guidance regarding out of school activities. To ensure pupils' safety, increased vigilance may be required when monitoring their behaviour on field trips, holidays etc. It is important to exercise caution so that a pupil is not compromised and the member of staff does not attract allegations of overly intrusive or abusive behaviour. On occasions (field trips/days out, etc.) some pupils might be short of funds and would be embarrassed or singled out if this were known. It would be acceptable for a member of staff to subsidise a child, provided that this was disclosed to colleagues. Meetings with pupils away from the school premises where a chaperone will not be present, are not permitted unless specific approval is obtained from the Headteacher or the Deputy Headteacher. Staff should not place themselves in a position where they are in a vehicle, house or other venue alone with a child.

If and when staff come into contact with pupils whilst off duty, they must behave as though in their professional role and not give conflicting messages regarding their own conduct.

Photography, videos and similar creative arts

Staff should be aware of the potential for such mediums of teaching to be used for the wrong purposes. Additionally, children who have been previously abused in this way may feel threatened by the legitimate use of photography, filming etc. Fairburn View Primary School have clear policies and protocols for the taking and use of images and of photographic equipment. Consent is sought from the child and those with parental responsibility. All material produced should be viewed for acceptability by another member of staff. Its circulation should be in accordance with our 'Use of Images' policy, and relevant arrangements with parents.



FAIRBURN VIEW PRIMARY SCHOOL

I would like my child to have their nappy checked and changed at School. I agree to a member of staff undertaking this task. I will provide all nappies and wipes needed. I agree for my child to have their nappy checked before lunch time (and in between if wet/ soiled) each day. One member of staff will check and change my child's nappy in the large disabled toilet area within the children's toilet areas. Names of staff who will change my child, on a regular basis (*additional staff may occasionally take on this role, depending on staff allocation/ staffing changes*):

Additional notes from discussion on my child's individual needs / what my child can do independently:

Name of Parent/ carer

Signature

Date