



LANDAU
FORTE
ACADEMY
MOORHEAD

Policy Name	Intimate Care Policy
Policy Number	PL0017
Date of Issue	November 2018
Author	Mrs Eggleston
Reviewed by	Mrs E Parker
Date of next review	January 2023

Review date	By whom	Summary of changes made	Date implemented
January 2022	Mrs E Parker	No wording changes only layout	January 2022

1. Aim

At Landau Forte Academy Moorhead, we aim to meet the needs of all our children and promote their welfare. We recognise and assist children with intimate care where needed, and ensure that the children are treated with courtesy, dignity and respect at all times.

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas which some children may need support in doing because of their young age, physical difficulties or other special needs.

Where a child has intimate care needs, a designated member of staff takes responsibility to provide their care. We address issues on an individual basis.

Due to the developmental stages of the children that we work with, we support them with their personal care: reminding the children to go to the toilet, hygiene etc. to develop their independence. As outlined in the Foundation Stage Curriculum, we are responsible for children's personal care skills, as an essential part of Personal Development, in order to be able to access the rest of the curriculum.

2. Intimate Care Policy

On some occasions, children come to our setting in nappies. We support children sensitively and with dignity in this matter. Also, from time to time some children will have accidents and need to be attended to. Parents are asked to supply a bag of clean clothes for their child. These are taken into the toilet facilities prior to changing. However, a supply of spare clothing is available if necessary and parents are asked to return these to the school as soon as possible.

If a child has needed help with meeting intimate care needs (had an accident), this is treated as confidential and shared with the parents in person at the end of the school day. It is also recorded in school so we have a record to share with parents.

3. Implementation

All staff are knowledgeable about intimate care/personal care. They are aware of their responsibilities, relevant policies and the procedures in place (including adhering to Child Protection, Health and Safety and confidentiality). The designated employed adult is trained, DBS checked and has received training for very specific intimate care procedures where relevant. They follow the child's care plan and they undertake their duties in

a professional manner at all times. They are fully aware of best practice including hygiene. If a child requires regular assistance with intimate care, staff meet with the parents to discuss the child's needs and devise an agreed intimate/personal care plan. Relevant health personnel are involved if needed. We monitor and review the plan on a regular basis.

4. Practice

The designated practitioner who provides the care (in most cases: the child's key person) forms a strong, trusting relationship with the child. They ensure that it is a positive experience that is safe and comfortable for all. Whilst the child is having their needs met, it is treated as a time to converse and promote their personal development.

The child is encouraged to undertake as much of the procedure for themselves as possible, including washing intimate areas, dressing/undressing and hygiene.

The children's toilet area is used to attend to a child's needs and every effort is made to ensure privacy and modesty.

Most procedures are carried out by just the designated person. However, careful consideration is given to the child's individual circumstances to determine how many practitioners might need to be present when a child needs help with intimate care.

If a child is unhappy or anxious about the care being provided, the issue will be addressed to ensure that we continually meet a child's needs.

5. Working with parents

We work closely with parents to identify and ensure we meet the child's needs. Cultural and religious values are respected when planning for their care. We seek to engage in regular communication with parents, and monitor and review the plan together.

6. Working with outside agencies

We work closely with outside agencies and utilise their knowledge and expertise where necessary. The Inclusion Manager (Mrs Emma Parker) co-ordinates this approach.

7. Disposal of nappies, aprons and gloves safely

We have in place good hygiene practices when disposing waste to stop infection. We follow stringent nappy changing procedures to ensure the safe disposal of waste, see below.

8. Changing a nappy

A clean disposable apron and gloves is worn by the member of staff every time a child is changed and hands are washed thoroughly after use.

Whilst changing, children's skin is cleaned with a disposable wipe/creams if needed. Nappies and 'pull ups', gloves, aprons and wipes are disposed of hygienically and safely by double bagging and placing in a special bin, which is emptied regularly.



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CHARITABLE
TRUST

Date	November 2018
Change Made	Version 2.0
Made By	Mrs E Parker