

Maple Medical PRU



Policy for Intimate Care

Date Written	Jan 2022
Approved by Head teacher	
Approved by Management Committee	
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Introduction

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. In most cases such care will involve cleaning for hygiene purposes as part of a staff member's duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure. The issue of intimate care is a sensitive one and will require staff to be respectful of the pupil's needs. The pupil's dignity should always be preserved with a high level of privacy, choice and control. There shall be a high awareness of pupil protection issues. Staff behaviour must be open to scrutiny and staff must work in partnership with parents/carers to provide continuity of care to young people wherever possible. Maple Medical PRU is committed to ensuring that all staff responsible for the intimate care of pupils will undertake their duties in a professional manner at all times. Maple Medical PRU recognises that there is a need to treat all pupils with respect when intimate care is given. No pupil should be attended to in a way that causes distress or pain.

Our Approach to Best Practice

The management of all pupils with intimate care needs will be carefully planned. The pupil who requires intimate care is treated with respect at all times; the pupil's welfare and dignity is of paramount importance. Staff who provide intimate care are trained to do so (including Pupil Protection and Health and Safety training as needed for specific pupils with statements /disabilities) and are fully aware of best practice. Apparatus will be provided to assist with pupils who need special arrangements following assessment from physiotherapist/occupational therapist as required. Staff will be supported to adapt their practice in relation to the needs of individual pupils taking into account developmental changes such as the onset of puberty and menstruation. Wherever possible staff who are involved in the intimate care of pupil will not usually be involved with the delivery of sex education to the pupil in their care as an additional safeguard to both staff and pupil involved. Exceptions may be made for pupils with learning disabilities with parental/carer consent. The pupil will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each pupil to do as much for themselves as he/she/they can. This may mean, for example, giving the pupil responsibility for washing themselves. Individual intimate care plans will be drawn up for particular pupils as appropriate to suit the circumstances of the pupil.

Each pupil's right to privacy will be respected. Careful consideration will be given to each pupil's situation to determine how many carers might need to be present when a pupil is toileted. Where possible, one pupil 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. Wherever possible the same pupil will not be cared for by the same adult on a regular basis; ideally there will be a rota of carers known to the pupil 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 pupils and parents/ carers will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The Protection of Children Education

Child Protection Procedures and Inter-Agency Child Protection procedures will be adhered to. All pupils 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 pupil's presentation, e.g. marks, bruises, soreness etc. they will immediately report concerns to the appropriate manager/designated person for child protection. If a pupil 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) are resolved so that the pupil's needs remain paramount. Further advice will be taken from outside agencies if necessary. If a pupil makes an allegation against a member of staff, all necessary procedures will be followed.

Nappies & pull ups

Schools may have concerns regarding Child Protection issues when they are asked by parents/carers to admit a pupil who is wearing nappies or pull ups. Child Protection need not present an issue. It is good practice to provide information for parents/carers of the policy and practice in the school. Such information should include a simple agreement form for parents/carers to sign outlining who will be responsible, within the school, for changing the pupils and when and where this will be carried out. This agreement allows the school and the parent/carer to be aware of all the issues surrounding this task right from the outset.

Changing Facilities

Pupils who have long-term incontinence will require specially adapted facilities. The dignity and privacy of the pupil should be of paramount concern. Consideration is given to the sighting of this area from a health and safety aspect. There is a raised changing bed and a hoist located in the disabled toilet in the long main corridor. Staff required to use the hoist will receive appropriate training.

Equipment Provision

Parents/carers have a role to play when their child is wearing nappies or pull ups. The parent/carer should provide nappies, disposal bags, wipes; etc. Parents/carers should be made aware of this responsibility. The school is responsible for providing gloves, plastic aprons, equipment cleaning wipes, a bin and liners to dispose of any waste.

Health and Safety

Staff should wear a plastic apron and gloves when dealing with a pupil who is bleeding or soiled or when changing a soiled nappy/pull up. Any soiled waste should be placed in a yellow bin bag which will be classed as clinical waste and disposed of on a weekly basis.

Special Needs

Pupils with special needs have the same rights to safety and privacy when receiving intimate care. Additional vulnerabilities that may arise from a physical disability or learning difficulty must be considered with regard to individual teaching and One Page Profiles for each child. As with all arrangements for intimate care needs, agreements between the pupil, those with parental responsibility and the school should be easily understood and recorded. Parents/carers of pupils with regular soiling/wetting will be encouraged to leave a change of clothes in school for the use of their child. Regardless of age and ability, the views and/or emotional responses of pupils with special needs should be actively sought (with advocacy arrangements made for those who can't) in regular reviews of these arrangements.

All staff engaged in the care and education of pupils 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. Staff should be aware that even well intentioned physical contact might be misconstrued directly by the pupil, 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 pupil, the organisation and those with parental responsibility. Pupils 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 pupil. The arrangements must be understood and agreed by all concerned, justified in terms of the pupil'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. Extra caution may be required where a pupil has suffered previous abuse or neglect. In the child's view, physical contact might be associated with such experiences and lead to staff being vulnerable to allegations of abuse. Additionally, many such children are extremely needy and seek out inappropriate physical contact. In such circumstances staff should discourage the pupil without causing them a negative experience. Ensuring that a witness is present will help to protect staff from such allegations, wherever possible

First Aid and Intimate Care

Staff who administers first aid should ensure wherever possible that another adult or other pupils 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 the school, those with parental responsibility and the pupil concerned should be documented and easily understood. The necessity for such requirements should be reviewed regularly. The pupil's views

must also be actively sought and, in particular, any discomfort with the arrangements addressed. A letter of agreement will be required between school and those with parental responsibility.

Procedure for changing/cleaning children

Where?

- Disabled toilet in the long main corridor- height adjustable changing bed and hoist

Procedure

- Promote independence
- Support independence
- Adult to change and clean the pupil

Equipment to use

- Plastic apron
- Gloves
- Non-allergic wet-wipes
- Nappy sacks for soiled wipes (place in clinical waste bin)
- Nappy sacks for soiled underwear/clothing
- Soil bin
- Alcohol Gel/ Handwashing facilities
- Clinical Waste bin fit with liner
- Note to be sent home (See Appendix 1)
- Record of incident (See Appendix 2)

Appendix 1



Maple Medical PRU
Cedar Road
Balby
Doncaster
DN4 9HT

Tel: 01302 572796

Dear Parent/Carer

Your child _____ soiled / wet themselves today:

- they changed their clothes independently
- they changed their clothes with adult support
- they were changed by an adult

In accordance with our policy the incident has been recorded.

In your child's bag you will find soiled/wet clothes. Would you kindly wash and return any of the school's clothes loaned to your child.

Yours sincerely

Maple Staff Member

