

## Intimate Care Policy

The Iona School aims for a high level of support for the children in our care. The children's welfare is paramount and children need contact with familiar, consistent carers to ensure confident growth and self-assurance. Children may also require physical affection such as to be cuddled.

### Statement of Intent

Intimate care may be defined as any activity required to meet the personal care needs of each individual child. Parents have a responsibility to advise staff of the intimate care needs of their child and staff have a responsibility to work in partnership with children and parents. Intimate care may include feeding, oral care, washing, dressing/undressing, toileting, catheter and stoma care, supervision of a child involved in intimate self-care.

In order to maintain the child's privacy, many of the above will take place with the child's key person, on a one-to-one basis. To ensure the safety and welfare of the children involved in intimate care routines and to ensure robust safeguarding standards we implement the following practices:

- Ensure all staff, students and volunteers have suitable enhanced DBS checks.
- To ensure that all staff have relevant and up-to-date knowledge of safeguarding procedures and how to protect the children in their care. This will include understanding the signs and symptoms of abuse and who to report the concerns.
- To promote caring and consistent relationships with families through the key person system.
- To provide a safe, secure environment for intimate routines to be undertaken. All nappies that are changed and routines must be completed in a room with an open door.
- To provide staff training on intimate care routines in-house. To support staff with external training needs of the children's intimate care routine i.e. special nappy procedure, medical needs.
- To ensure staff have thorough inductions, supervisions and appraisals to identify any areas for development or further training.
- To work closely with the child's parents on all aspects. To hold a meeting with parents to establish the intimate care routine.
- To work hand-in-hand with the settings Whistleblowing Policy which supports staff to raise concerns regarding their co-workers/peers. The School Business Manager will support staff with raising concerns by ensuring they feel confident in their safeguarding knowledge and also ensure staff members understand that safeguarding the children and the setting are paramount.
- To regularly carry out risk assessments on intimate care routines.

Staff, parents, visitors and students must adhere to the Intimate Care Policy at all times. Should a parent or staff member have any concerns with intimate care please speak to the School Business Manager.

On occasion, intimate care may be carried out by a qualified first-aider rather than the key person should they not hold the relevant training required.

### Issue date

This policy takes effect from November 2019.

### Review date

This policy will be reviewed and revised by the School Business Manager on a three-yearly cycle.

**Endorsement**

Full endorsement to this policy is given by:

<b>Name:</b>	Mr Martin Taylor
<b>Position:</b>	Trustee
<b>Signed:</b>	
<b>Date:</b>	11 <sup>th</sup> December 2019

**Related Policies**

- DBS Policy
- Safeguarding Policy
- Positive Handling Policy

The Iona School