



SHEERHATCH PRIMARY SCHOOL

INTIMATE & PERSONAL CARE POLICY

Rationale

All children have a right to safety, privacy and dignity and are entitled to respect and privacy at all times.

Occasionally a child who attends Sheerhatch Primary School requires some help and support with intimate and personal care including toileting, medical care, feeding, drinking, dressing, undressing and washing. Very occasionally a child has particular needs which may make them dependent on an adult for aspects of their intimate and personal care. Nonetheless, it is essential that intimate and personal needs should be met whilst at the same time allowing the highest standards of safety, privacy, respect and dignity to be maintained. All children dependent on their abilities, age and maturity will be encouraged to act as independently as possible.

The nature, circumstances and context of the contact that adults have with children should comply at all times with professional codes of practice and professional standards. Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines and policies and be mindful of the needs of the children with whom they work.

Children who require regular help and support with intimate and personal care must have an Intimate/Personal Care Plan (see example in Appendix 1) which is agreed with parents/carers and regularly reviewed as appropriate. Children's views should be actively sought wherever possible.

Procedures

All adults at Sheerhatch Primary School will:

- Adhere to this Policy and to Individual Personal Care Plans.
- Make other staff aware of intimate and personal care tasks being undertaken.
- Explain to the child what is happening.
- Discuss with line manager, member of the leadership team and parents/carers any variations from the agreed Policy or plan and record on the Intimate/Personal Care Plan.
- Ensure that changes to the agreed individual plans are discussed, agreed and recorded.
- Avoid any physical contact when children are in a state of undress.
- Avoid any visually invasive behaviour.
- Announce their intention of entering changing rooms e.g. at the swimming baths, toilet areas.

- Encourage appropriate behaviour by children with other children and adults at all times.
- Behave appropriately with children at all times.
- Ensure that toilet doors are closed or pulled to when children are using these facilities.
- Use and encourage appropriate language between themselves and children at all times.

This Policy will be reviewed on an annual basis. The Policy was approved by the Governing Body at its meeting on:

Signed by Head Teacher

Signed by Chair of Governors

Intimate/Personal Care Plan

Child's Name	Date:
Main areas of need: <ul style="list-style-type: none">•••	
Toileting plan:	
Dressing/undressing plan:	
Medical plan:	
This plan was written by _____ on _____	
Agreed with parents/carers on _____	
Child's views were sought for this plan on _____ (if not, why not)	
Signed Date	