The Drelincourt School



# Intimate Care Policy

**February 2022**

**Date of Review: February 2026**

**INTRODUCTION**

The Drelincourt School provides a safe and happy environment where every pupil can develop to the very best of their ability. We want each child to remember this school as a happy place where they were nurtured, valued and inspired:

                ‘A little school for little people’

We have a responsibility for the safeguarding and child protection of the children in our care and we will carry out this duty by providing a caring, supportive and safe environment, where each child is valued for his or her unique talents and abilities, and in which all our young children can learn and develop to their full potential and be treated with dignity and respect.

The Intimate Care Policy and guidelines regarding children have been developed to safeguard children and staff. They apply to everyone involved in the intimate care of children. Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs. If the need arises an individual intimate care plan will be drawn up in consultation with parents and school.

The Intimate Care Policy and guidelines should be read in conjunction with the Area Child Protection Committee’s Regional Policy and Procedures April 2005.

DEFINITION

***“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 Policy and Guidelines Regarding Children: Area Child Protection Committees, 2005)

Intimate care can include:

* Feeding
* Oral care
* Washing
* Dressing/undressing
* Toileting
* Supervision of a child involved in intimate self-care

**PRINCIPLES OF INTIMATE CARE**

The following are the fundamental principles upon which the Policy and guidelines are based:

* Every child has the right to be safe
* Every child has the right to personal privacy
* Every child has the right to be valued as an individual
* Every child has the right to be treated with dignity and respect
* Every child has the right to be involved and consulted in their own intimate care to the best of their abilities
* Every child has the right to express their views on their own intimate care and to have such views taken into account
* Every child has the right to have levels of intimate care that are as consistent as possible

**GUIDELINES FOR GOOD PRACTICE**

* Treat every child with dignity and respect and ensure privacy appropriate to the child’s age and situation
* Make sure practice in intimate care is consistent
* Involve children in their intimate care
* Promote positive self-esteem and body image
* Children should be encouraged to be as independent as possible

**PROCEDURES FOR INTIMATE CARE**

From time to time young children may vomit, soil or wet themselves during school. Our procedure for dealing with such incidences is: -

* Parents are given an overview of the policy at the onset of the P1 year (Appendix 1) and asked to give signed permission for school staff to offer intimate care should the need arise (a teacher/classroom assistant). (Appendix 2)
* If the child is able - and wish to - they will be given alternative clothing and asked to change themselves.
* If possible 2 members of staff will be present when a child requires assistance. If it is not possible to have 2 members of staff, another member of staff should be informed that the member of staff is assisting a child with intimate care.
* Staff are required to wear PPE when attending to intimate care needs.
* Spare clothing is kept in school for such incidences to ensure the child’s dignity is maintained.
* Intimate care is given with respect and consideration, ensuring the child is not further embarrassed.
* Children will be actively encouraged to change and clean themselves with discreet supervision from the staff member.
* The person collecting the child from school will be informed of the incident in a discreet manner.
* The parent will be asked to collect the child from school if the child is unwell.

NB If a child has diarrhoea:

• The staff will contact the child’s parent or guardian, and ask them to collect the child as soon as possible.

• The staff will follow the Public Health Guidelines and will remind the parent or guardian that the child can return to school after being free of symptoms for 48 hours to avoid the spread of infection.

**SWIMMING LESSONS**

All P2 and P3 children who attend swimming lessons should be able to dress and undress themselves. However we know they can need help particularly with wet clothes after the lesson.

* A note of permission is signed by parents before the swimming lessons begin detailing if their child is permitted to receive help in the changing rooms.
* Two staff always accompany the children to swimming lessons and both endeavour to be in the same room together helping

**COVID-19 GUIDANCE (In line with current Covid-19 risk assessments)**

* If a child becomes unwell with coronavirus symptoms, he/she and any household members also attending The Drelincourt School will be sent home and advised to follow the PHA guidance for households with possible coronavirus infection.
* A child awaiting collection will be moved to an area where they can be supervised by one member of staff.
* The child/children cannot return to school until the Public Health Agency advice under the Test, Trace and Protect programme has been followed.
* PPE will be worn by staff caring for the child while they await collection.
* The member of staff does not need to go home unless she develops symptoms herself. She should wash her hands thoroughly for 20 seconds after any contact with someone who has developed symptoms.
* The affected area will be cleaned, followed by disinfection after someone with symptoms has left, to reduce the risk of passing the infection on to other people.
* Shared spare clothing will be removed and parents to send in clothes for their own child to be kept in school.

This policy will be reviewed and monitored in line with the school’s policy review schedule.

**Appendix 1**

**The Drelincourt School - Intimate Care - Parent’s Guide**

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Full policy available on the school website - [www.drelincourt.org.uk](http://www.drelincourt.org.uk)

**Appendix 2**

**The Drelincourt School - Permission for Intimate Care**

I give permission for the assistance detailed above to be provided to my child.

| Name of Child: |  |
| --- | --- |
| Signed: |  |
| Date: |  |