



# SCHOOL POLICY

<b>Policy Name:</b>	Intimate Care
<b>Review date:</b>	April 2023
<b>Date to be reviewed:</b>	April 2026
<b>Agreed by the BOG on:</b>	23 May 2023
<b>Policies which are linked to this policy:</b>	Pastoral Care, Safeguarding and Child Protection

Integrated Education has been one of the most significant social developments within Northern Ireland in the last 40 years. Priory wears its Integrated ethos and practice with pride, Integration is prioritised by school leadership and is led by the Principal, BOGs and a drive team, under the leadership of the newly appointed Integration Co-ordinator. The four core principles of integrated education - **equality, faith and values, parental involvement** and **social responsibility** are central in all we do. Integration and Inclusion remains high on the agenda of the college and we will endeavour to make sure that every child is welcomed and taught in a safe and nurturing Priory College.

## College Mission Statement

Priory Integrated College welcomes children from all traditions, cultures and abilities. Together, we aim to empower every child to reach their full potential, in a nurturing, caring environment which upholds respect and excellence for all.

Related Documents and Location 1. Child Protection/Safeguarding Policy 2. Pastoral Care Policy 3. Special Educational Needs Policy 4. Administration of Medication in School Policy 5. Anti-Bullying Policy

All policies are available on the College Website and Private Folders.

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- 1. Introduction

Priory Integrated College aims to ensure that pupils who require assistance with intimate care receive appropriate support at school. We appreciate that pupils may feel especially vulnerable when being helped with intimate care and the staff involved need to be particularly sensitive to their individual needs. The individual child's safety, dignity and privacy are of paramount importance. This policy has been developed to safeguard both students and staff and should be read in conjunction with the College's Child Protection/Safeguarding Policy.

## 2. Aims

1. To ensure that pupils who require assistance with intimate care receive appropriate support at school.
2. To safeguard both pupils and staff.
3. Definition of Intimate Care

Intimate care may be defined as any activity required to meet the personal care needs of each individual pupil. 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 pupils and parents.

Intimate care can include:

- feeding;
- oral care;
- washing;
- dressing/undressing;
- toileting;
- menstrual care;
- treatments such as enemas, suppositories, enteral feeds;
- catheter and stoma care; and
- supervision of a pupil involved in intimate self-care.

## 4. Principles of Intimate Care

In accordance with the fundamental Principles of Intimate Care, every pupil has the right:

- to be safe;
- to have privacy;

- to be valued as an individual;
- to be treated with dignity and respect;
- to be consulted on his/her own intimate care; and
- to have levels of intimate care that are as consistent as possible.

## 5. College Responsibilities

The College is committed to working in partnership with parents/guardians, health professionals and other agencies to provide a supportive environment for students who require assistance with intimate care. All staff working in the College are vetted in line with the College's Child Protection/ Safeguarding Policy. The College First-Aider will agree an Intimate Care Plan with the parents and child, and other relevant health professionals, if appropriate. This plan will be signed by a parent and reviewed at the end of each academic year to inform future arrangements. Relevant staff will be trained in the specific types of intimate care that they carry out and only the named staff identified in a student's Intimate Care Plan should undertake the intimate care of that student. Staff should not undertake any aspect of intimate care that has not been agreed in the Intimate Care Plan.

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## 6. Working with Children of the Opposite Sex

The College may be unable to offer the choice of a same sex carer to children who require assistance with intimate care. The intimate care of boys/girls may therefore be carried out by a designated member of staff of the opposite sex as identified in a pupil's Intimate Care Plan.

## 7. Guidelines for Good Practice

All pupils have the right to be safe and to be treated with dignity and respect. Disabled children can be especially vulnerable. Staff involved with their intimate care need to be sensitive to their individual needs. Guidelines for Good Practice (Appendix 1) are designed to safeguard children and staff. They apply to every member of staff involved in the intimate care of children.

## 8. Concern about the Conduct of a Member of Staff

Any concern about the conduct of a member of staff who is assisting a child with intimate care practice must be reported to the Designated Teacher for Child Protection in accordance with the College's Child Protection/Safeguarding Policy.

#### 9. How to Raise a Concern or Make a Complaint about the Administration of this Policy

If you have a concern or complaint about the administration of this policy please contact Ms Ferguson, Leader of Pastoral Care and Welfare, in the first instance. If necessary, you may then access and follow the College's Parental Complaints Procedure which is available on the College website at [www.priorycollege.co.uk](http://www.priorycollege.co.uk)

Should you remain dissatisfied with the College's response after completing the internal complaints procedure, you can bring your complaint to the Northern Ireland Public Services Ombudsman within six months. Contact details for the Northern Ireland Public Services Ombudsman are provided on the Parental Complaints Procedure.

1. Involve the pupil in his/her intimate care. Try to encourage the pupil's independence as far as possible in his/her intimate care. Where the pupil is fully dependent, talk with him/her about what is going to be done and give him/her a choice where possible. Check your practice by asking the pupil/parent about any likes or dislikes while carrying out intimate care.
2. Treat the pupil with dignity and respect and ensure privacy appropriate to the pupil's age and situation.
3. Make sure practice in intimate care is consistent and only carried out by the named staff identified in a pupil's Intimate Care Plan.
4. Sensitive information about a pupil's intimate care is confidential.
5. If the pupil appears distressed or uncomfortable when personal care tasks are being carried out, the care should stop immediately. Try to ascertain why the pupil is distressed and provide reassurance.
6. Promote positive self-esteem and body image. Confident, self-assured children who feel their body belongs to them are less vulnerable. The approach you take to intimate care can convey lots of messages to a child about his/her body worth. Your attitude to a child's intimate care is important. Keeping in mind the child's age, routine care can be relaxed, enjoyable and fun.
7. If you observe any unusual marks, bruises or swelling, including the genital area, report immediately to the Designated Teacher for Child Protection. Complete a written Child Protection - Note of Concern.
8. If, during the intimate care of a pupil, you accidentally hurt him/her, or the child misunderstands or misinterprets something, reassure the student, ensure his/her safety and report the incident immediately to the Designated Teacher for Child Protection.