

THE HAMMOND PREPARATORY SCHOOL

Intimate Care Policy

1 Aims and expectations

1.1 The Hammond Preparatory school is committed to ensuring that all staff responsible for the intimate care of children or young people will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children/young people with respect and dignity when intimate care is given. Intimate care encompasses areas of personal care, such as changing, washing and dressing.

1.2 Our approach to best practice

Support for children/young people with intimate care needs will be carefully planned and should be a positive experience for all involved.

The Hammond Preparatory School will ensure that:

- Staff who provide intimate care are trained to meet the needs of individual children.
- All staff adhere to the Hammond Preparatory School's Safeguarding and Child Protection Policy.
- Suitable equipment and facilities are made available.
- The staff who carry out intimate care are appropriately supported.
- Where possible one-to-one care will be provided unless there is an identified need for having more adults.
- Intimate care is discussed and agreed with parents and carers.
- The needs and wishes of the child/young person are taken into consideration.
- Mobile phones or cameras are not used by children or staff in areas where intimate care is carried out.

2 Intimate Care - Safeguarding Children

2.1 Safeguarding Procedures will be adhered to alongside the setting's Safeguarding and Child Protection Policy and procedures.

2.2 If a member of staff has any concerns about physical or behavioral changes in a child/young person's presentation, e.g. marks, bruises or soreness, they will immediately pass on their concerns to Mrs D. Bates, the Deputy Head Teacher, who is the designated Child Protection Officer.

2.3 Intimate care should be a positive experience for both staff and the child or young person. Where one-to-one intimate care is required, it will be discussed and agreed between the Head Teacher, teacher and parents/carers.

2.4 Adults need to be vigilant about their own behaviour and ensure that they follow agreed guidelines, being mindful of the needs of the children/young people with whom they work.

In the event of an allegation being made against a member of staff, the procedures for complaints will be followed. All Staff should refer to the school safeguarding policy and ensure that a referral is made to a designated safeguarding lead.

Reviewed: **March 2018.**