




South Lee Prep School  
Bury St Edmunds

## Intimate Care Policy September 2024

<b>ISI Reference</b>	
<b>Key Author</b>	DSL
<b>Reviewed by</b>	Head
<b>Approval Body</b>	Board of Governors
<b>Approval Frequency</b>	Annual
<b>Last Approved</b>	3 <sup>rd</sup> September 2024

Signed: 	Steve Honeywood, Chair of Governors 3/9/24
--	--

## Intimate Care Policy



This policy applies to all staff undertaking particularly to those who are in the Early of development for this group of children trained. In addition to this there are other vulnerable groups of children and young people that may require support with personal care on either a short, longer term or permanent basis due to SEN and disability, medical needs or a temporary impairment. Examples of these may be children who have limbs in plaster or are temporarily wheelchair bound.

personal care tasks with children but Years Foundation Stage. The normal range indicates that they may not be fully toilet

### Definition of Intimate Care

Intimate personal care includes hands-on physical care in personal hygiene, and physical presence or observation during such activities. Intimate personal care tasks can include:

- Body bathing other than to arms, face and legs below the knee
- Toileting, wiping and care in the genital and anal areas
- Dressing and undressing
- Application of medical treatment, other than to arms, face and legs below the knee
- Supporting with the changing of sanitary protection

### Guiding Principles of Intimate Care

Whenever staff are providing intimate care for a child the following principles must be followed:

- The dignity of the individual child must be maintained and the care needed should be explained to them
- Sensitivity must be shown to their needs and preferences
- Their safety and comfort must be paramount
- Their right to give or to withdraw their consent must be respected
- They should be encouraged to care for themselves as much as is reasonably possible
- Hygiene for both the member of staff and the child must be a priority

### Record of Events

If a member of staff has had to give intimate care to a pupil this should be recorded on the Intimate Care Log (Appendix 1) The Early Years Foundation have an additional Intimate Care log situated in each of the four toilet blocks that are in use. The log records: who has received the care; who has given the care; what was involved and the time that it took place. The EYFS additional logs (Appendix 2) All logs are regularly reviewed by Mrs Catchpole and any patterns found are reported to the Head.

The Designated Safeguarding Lead, is Mrs Sarah Catchpole.



