



QUINTON HALL
Preparatory School & Nursery

Intimate Care Policy

Owner	ES & AS
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Policy Approved By:	Date:
Senior Management Team	February 2021
Presented and Agreed by EYFS Staff	February 2021
Review Date:	February 2022

RATIONALE

All children at Quanton Hall have the right to safety, privacy and dignity and are entitled to this at all times. Occasionally a child requires some help and support with intimate and personal care, which can include toileting, medical care, feeding, drinking, undressing and washing.

Very occasionally a child may require assistance with their personal and intimate care needs. At all times, the adults involved in assisting a child should maintain the highest standards of safety, privacy, respect, and dignity of the child. All children dependent on their abilities, understanding, 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 help and support with intimate and personal care must have an Intimate/Personal Care Plan which is agreed with parents/carers and regularly reviewed. Children's views should be actively sought wherever possible.

DEFINITIONS

BASIC CARE

Basic Care involves supporting children in a variety of needs, which do not include any form of intimate contact.

INTIMATE CARE

Intimate care involves supporting children with toileting and/or cleaning, where intimate physical contact may occur. This should be undertaken by two adults who are named in the child's individual care plan.

PROCEDURES

Staff will:

- Sign the care record after supporting children with intimate care.
- 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 at all times. Discuss with the Early Years Lead, Head of Nursery, or SENDCo and parents/carers any variations from the agreed policy or plan and record this and ensure that changes to the agreed individual plans are discussed, agreed and recorded.
- Avoid any unnecessary physical contact when children are in a state of undress.
- Announce their intention of entering the toilet area.
- Encourage appropriate behaviour by children with other children and adults at all times.
- Use and encourage appropriate language between themselves and children at all times.

When intimate care is required for a Pre-Prep or Prep pupil two members of staff would assist and the child's parents would be informed. The welfare officer keeps a log of any intimate care of children in the Pre-Prep or Prep school.

Appendix 1

Intimate & Personal Care Plan template

Appendix 2

Intimate Care Record template

Intimate Care Plan



Child's Name:	Date:
Nominated Carer's Names (Teachers & TA's):	
Main Areas of Need: 1. 2. 3. 4.	
Detailed Plan: (Please refer to toileting, dressing, undressing and medical needs)	
<p>This plan was written by:..... Date:.....</p> <p>This was agreed was parents/ carers on (date):</p> <p>The child's view was sought for this plan on (date):..... (If not please state why)</p> <p>Nursery Teacher(s) Signature: Date:.....</p> <p>Nursery T.A's Signature:..... Date:.....</p> <p style="padding-left: 100px;">Signature:..... Date:.....</p> <p style="padding-left: 100px;">Signature:..... Date:.....</p>	
<p>Parent/ Carer's Name:..... Date:.....</p> <p>Parent/ Carer's Signature:</p>	

Intimate Care Record



Child's Name:

D.O.B:

Date	Notes	Signature 1	Signature 2 (if concerns)