



# GREENFIELD SCHOOL

## Intimate Care Policy 2024-2025

(To include Pre-Prep Department and Little School)

### INTRODUCTION

- Staff who work with young children or children will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.
- All staff working with children in this capacity will follow the guidance of KCSIE 2024 and our Safeguarding Policy.
- Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the child's genitals. Examples at Greenfield include care associated with injuries, toilet training and menstrual management.
- Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at Greenfield work in partnership with parents to provide continuity of care to children wherever possible.
- Staff deliver a full personal safety curriculum, as part of Personal, Social and Health Education, to all children as appropriate to their developmental level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.
- Greenfield is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. Greenfield School recognises that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

### OUR APPROACH TO BEST PRACTICE

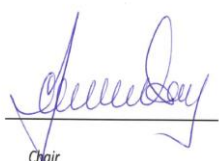
- All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.
- Staff who provide intimate care are trained to do so and are fully aware of best practice.
- Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation.

- As a basic principle children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child if required. Each child's right to privacy will be respected. Where possible one child will be cared for by one adult unless there is a sound reason for having two adults present. If this is the case, the reasons should be clearly documented.
- Wherever possible the same child will not be cared for by the same adult on a regular basis; there will be timetabled staff known to the child who will take turns in providing care. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, while at the same time guarding against the care being carried out by a succession of completely different carers.
- Parents will be involved with their child's intimate care arrangements on a regular basis. The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation.
- Each child has a class teacher to act as an advocate to whom they will be able to communicate any issues or concerns that they may have.

## THE PROTECTION OF CHILDREN

- Safeguarding Procedures and Inter-Agency Child Protection procedures will be accessible to staff and adhered to.
- Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.
- If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness, they will immediately report concerns to the Designated Safeguarding Lead. A clear record of the concern will be completed.
- If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into, outcomes recorded and a resolution sought. Staffing timetables will be altered until the issue(s) are resolved so that the child's needs remain paramount.

All staff have responsibility for being aware and understanding the content of the school's Safeguarding Policy. This policy is to run alongside the Safeguarding Policy.



Chair

Chair of the Board of Governors

Reviewed September 2024  
Next Review September 2025