

SAFEG – 07 - INTIMATE CARE - 00

1 INTRODUCTION

- 1.1 Students with specific disability or medical need may need assistance with toileting or personal care.
- 1.2 This policy is to provide a clear framework for staff and students to ensure the safety and dignity of students with those specific needs.

2 ROLE OF TRUST BOARD AND COMMITTEES

- 2.1 The Full Trust Board will ensure that sufficient staff are trained to meet the needs of the learners who have a specific need for intimate care.

3 ROLE OF PRINCIPAL AND SENIOR LEADERSHIP TEAM

- 3.1 The Principal and the Senior Leadership Team (SLT) are responsible for ensuring that students with specific needs for intimate care are treated as individuals with a right to safety, dignity and privacy and that this ethos is extended throughout the school, whilst also enabling the student to:
 - Fully participate in all activities offered.
 - Be involved with their own care, consulted about their personal care and provided with consistency of care as much as possible.
- 3.2 The Principal and SLT will support the Care Plan provided to ensure that needs are clarified and met. The student will be included in discussions about their care plan, where possible, as will relevant healthcare professionals and the Pastoral Manager.
- 3.3 The Care Plan will be reviewed annually or more frequently, if required.

4 PARENT/CARER RESPONSIBILITIES

- 4.1 Parents/carers must ensure that they provide all relevant information to the Trust, as soon as possible, so that the needs of the student can be met. This includes the nature of their child's needs, details of any healthcare professionals involved including specialist nurses, as well as any changes in their medication, care or condition.
- 4.2 Parents/carers must ensure that they work towards their child achieving the maximum possible level of independence at home.
- 4.3 Parents/carers should work with Trust to develop and agree a pre-developed care plan.
- 4.4 Parents/carers must make sure that Trust always has required equipment available for their child's intimate care or toileting needs.
- 4.5 Parents/carers must ensure that Trust always has their emergency contact details.

5 THE STUDENT'S RESPONSIBILITIES

- 5.1 To be as involved as possible in their own intimate care and with their care plan.
- 5.2 To let Trust staff know when they are aware that they need assistance.

- 5.3 To let their parent/carer or a trusted member of staff know if they have any concerns or feel uncomfortable at any time.

6 MANAGING INTIMATE CARE

- 6.1 The person(s) employed to undertake intimate care must be employed by the school to ensure that the routine pre-employment safeguarding checks are completed.
- 6.2 Only those staff employed to provide this care will be allowed to undertake it. In exceptional circumstances when this situation is not possible the parent/carers must be contacted to discuss how best to provide assistance and consent to a temporary change.
- If an emergency situation arises when this cannot happen then SLT must be informed asap and must communicate with the parent/carers. The event must be recorded on PARS as soon as possible to safeguard both staff and student.
- 6.3 The person providing the intimate care must be vigilant when providing assistance. If there is any variation from accepted practice then this must be recorded on PARS. If there is a change in the student's behaviour or appearance this must be reported in line with the Safeguarding policy SAFEG-01-Safeguarding-00 and the Child Protection Policy SAFEG-03-Child Protection-00.
- 6.4 The Trust will take into account the religious views, beliefs and cultural values of the student and their family as far as possible when undertaking personal care.
- 6.5 The Trust will work with the student to promote positive self-esteem and body image and independence with self-care as far as is appropriate and practical.
- 6.6 The Trust will ensure that all staff are aware of the need for confidentiality. Personal and sensitive information will only be shared with those who need to know.



7 AUTHOR

- 7.1 The author of this policy is SENDCO. They should be contacted for any points of clarification or suggested future amendments.

8 VERSION CONTROL

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Next Review Date	October 2023