

Intimate Care Policy and Procedure

Intimate care involves areas of personal care, which most people normally do for themselves but some are unable to do because of their stage of development, impairment or disability. We aim to provide intimate care to all children who require it, which acknowledges the responsibilities and protects the rights of everyone involved. We believe that children have the right to be treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one. We acknowledge that it is essential that every child is treated as an individual and that care is given as gently and as sensitively as possible. We also believe that every child should be encouraged to have a positive image of their own body. We aim to provide guidance and reassurance to staff, and protect the rights and well being of the children.

Procedure

We will liaise closely with parents/guardians of all children to obtain as much information as possible in order to make the process of intimate care as comfortable as possible. We will endeavour to take all of their individual concerns into account. We are conscious that this is a sensitive issue and will ensure that all of our staff are aware of our confidentiality policy. We believe that information on intimate care should only be communicated by sealed letter, personal contact or telephone between, parents/guardians and the member of staff concerned.

We will ensure that all staff are familiar with the normal precautions for avoiding infection and that they are aware of our hygiene policy and procedure.

We will encourage our staff to take part in any appropriate training whether that be internal or external training (e.g. by a health visitor), and we will endeavour to provide supervision and induction for all staff.

We will endeavour to ensure privacy appropriate to the child's age and situation when carrying out intimate care (e.g. screening off the changing area).

We will allow the child to care for themselves as far as they are able to, and encourage our staff to promote appropriate use of toilets and associated skills.

We will be aware of and responsive to the child's reactions, and provide reassurance whenever this is required.

It is not normally practical from the point of view of staffing resources, for there to be two members of staff involved in the intimate care of one child, and also this will not assist the privacy of the child. We will, wherever possible though, advise our staff to involve another member of staff when they are going to undertake intimate care of a child. We will take account of how the child to carer ratios will be affected if a staff member needs to escort a child to the toilet or deal with an accident. We will also ensure that all of our staff are aware of our child protection policy.

The above policy will be reviewed regularly and the procedure monitored and evaluated.