

St Mark's Catholic Primary School
Foundation Stage: Intimate and Personal Care Policy

'An increasing number of children and young people with disabilities and medical needs are being included within mainstream, private voluntary and independent sector settings. A significant number of these require assistance with intimate care tasks, especially toileting.'

(Knowsley Council - Intimate and Personal Care Policy Guidance)

At St Mark's a child's health, well being and safety are paramount. We aim to support children's care and welfare on a daily basis in line with their individual needs. All children need contact with familiar, consistent carers to ensure they can grow confidently and feel self-assured. At times children need to be cuddled, encouraged, held and offered physical reassurance. At St Mark's we offer this guidance and support to our children within Foundation Stage. Our Personal and Intimate Care policy is based on four fundamental principles.

Every child has the right to

- be safe;
- be valued as an individual;
- be treated with dignity and respect;
- personal privacy.

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achieve

Procedures

Intimate care routines are essential throughout the day to ensure children's basic needs are met. This may include nappy changing, supporting children with toileting, changing clothes where required, first aid treatment and specialist medical support.

In order to maintain the child's privacy, the majority of these actions will take place on a one-to-one basis and wherever possible will be supported by another member of staff, with the exception of first aid treatment which will be conducted by a qualified first aider.

We wish to ensure the safety and welfare of the children involved in intimate care routines and safeguard against any potential harm as well as ensuring the staff member involved is fully supported and able to perform their duties safely and confidently. Through the following actions we will endeavour to support all parties:

- Promote consistent and caring relationships through the key person system within Foundation Stage.
- Ensure all staff undertaking intimate care routines have suitable enhanced DBS checks.
- Train all staff in the appropriate methods for intimate care routines and access specialist training where required, i.e. first aid training, specialist medical support.
- Conduct thorough inductions for all new staff to ensure they are fully aware of all procedures relating to intimate care routines.
- Follow up on these procedures through supervision meetings and appraisals to identify any areas for development or further training.

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- Working closely with parents/carers on all aspects of the child's care and education as laid out in our Early Years Foundation Stage Policy.
- If a child requires specific support the setting will arrange a meeting with the parent/carer to discover all of the relevant information relating to this to enable the staff to care for the child fully and meet their individual needs.
- Ensure all staff have an up to date understanding of safeguarding and child protection policies and how to protect children from harm.
- The setting operates a whistle blowing policy as a means for staff to raise concerns relating to their colleagues. The management will support this by ensuring staff feel confident in raising worries as they arise in order to safeguard the children in their care.
- The management team monitors closely that procedures are in practise and all children are supported fully by staff. This includes intimate care routines.
- As a setting we conduct regular risk assessments on all aspects of the Foundation Stage classroom, both indoor and outdoor. This area of concern is no exception. The setting has assessed all the risks relating to intimate care routines and has placed appropriate safeguards in place to ensure the safety of all involved.

If any parents or staff members have any concerns or questions about intimate care procedures or an individuals routines please do not hesitate to speak to your child's class teacher/head teacher at the earliest opportunity.

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