



Thomas Wolsey Ormiston Academy Intimate Care Guidelines

Many of our pupils require intimate care for their comfort and dignity.

Intimate care is defined as any care which involves washing, touching or carrying out a toilet procedure to intimate personal areas. In most cases, such care will involve cleaning for hygiene purposes as part of a staff member's duty of care.

The issue of intimate care is a sensitive one, and requires staff to be respectful of the child's needs. The child's dignity will always be preserved with a high level of privacy, choice and control. No child will be supported in a way that causes unnecessary distress or pain.

Thomas Wolsey School is committed to ensuring that all staff responsible for the intimate care of pupils will undertake their duties in a professional manner at all times. Our guidance for intimate care aims to provide guidance and reassurance to staff. It safeguards the rights and well-being of pupils, and assures parents/carers that all staff are knowledgeable about intimate care.

Staff who provide intimate care are taught to be aware of best practice, and the need to comply with the school policies and procedures relevant to this role. These include, but are not limited to:

Thomas Wolsey Ormiston Academy Child Protection and Safeguarding Policy

Health and Safety procedures and risk assessments in toilets

Individual pupils' Moving and Handling risk assessments

Individual pupils' medical, sensory and social-emotional profiles

Staff will have regard to confidentiality of this information. Sensitive information about a child will only be shared with those who need to know.

Welfare teams are responsible for the effective organisation of hygiene resources in toilets.

Staff always wear protective gloves and, where necessary, aprons during intimate care routines. They disinfect changing beds after each use.

Pupils provide their own intimate care hygiene materials.

Many pupils will require additional equipment in order for intimate care to be carried out. These arrangements will be carried out following assessment from a physiotherapist/occupational therapist as required. Further support may also be provided from the Moving and Handling Instructor.

Pupils will be supported to achieve the highest level of autonomy possible, given their age and abilities.

Staff will be responsive to any apprehensions, discomfort or disapproval shown by a pupil. Staff will be familiar with the pupil's preferred means of communication, (this may include symbols, gestures, photos for example and any personal learning goals that they are working on that need to or can be, practiced during intimate care.

Staff will work in partnership with families to ensure consistency of approach. The needs and wishes of children and families will be taken into account wherever possible within the constraints

of staff and equal opportunities legislation. Religious and cultural values will always be taken into account. Provision may be amended in light of individual needs, but we promote each person's right to equality of opportunity in all aspects of school life, including the provision of intimate care.

Staff will be supported and encouraged to adapt their practice in relation to the needs of individual pupils, taking into account developmental changes such as the onset of puberty and menstruation.

Matters concerning intimate care will be communicated with discretion to the pastoral teacher who will inform parents by email where appropriate or by phone if there is cause for concern. Such issues will be recorded on CPOMS and reported to senior staff who may contact the family instead. Bespoke arrangements may be made with families to report on their children's intimate care.

Reviewed: August 2023 by Emily Webster