

Intimate Care

When providing intimate care, we will ensure that the child's safety, dignity and privacy are maintained at all times.

'Intimate care' covers any task that involves the washing, touching or carrying out a procedure to intimate personal areas and is associated with bodily functions and personal hygiene, including, toileting, washing, dressing, and menstrual care.

Staff at Quackers Out of School Clubs who provide intimate care will do so in a professional manner. Staff are aware of safeguarding issues and will have relevant training before providing intimate care. No child should suffer distress or pain because of receiving intimate care.

Intimate care maybe required as a one off, for example if a child has an accident and soils themselves, or it might be required due to an ongoing condition.

If the condition is ongoing, we ask Parents to notify us of this need and Staff will work in partnership with parents or carers to provide care appropriate to the needs of the individual child and together will produce a care plan. The care plan will set out:

- What care is required – For example additional clothing
- Number of staff needed to carry out the task (if more than one person is required, reasons will be documented)
- Additional equipment required (aprons, gloves etc)
- Child's preferred means of communication (eg verbal, visual)
- Child's level of ability – what tasks they can carry out by themselves

Depending on the club size and number of staff available, it may not always be possible for the club to provide intimate care and this will be discussed with the parents as appropriate.

Safeguarding during intimate care.

Depending on the number of staff available, the following is to be followed

LONE WORKER – Intimate care must not be given if only one member of staff is working. In case the child soils themselves, the child will be asked to go to the toilet and try their best to clean themselves. If a change of clothes is available the child will be asked to remove soiled items and change. The child's parent will be called immediately and asked to collect the child. The child should be treated with dignity and sat somewhere safe and given something to do until their parents arrive and the area cleaned after.

2 Members of staff – One staff member will remain with the other children and one member will assist the child in need. Where possible external doors to toilets will be kept open and the staff member will try and remain visible. If a Teacher is available, we should ask them to oversee the staff member giving care.

3 plus team Members – As long as it is safe to do so, Two members of staff should be present, one assisting the child and one overseeing the staff members.

Best practice

When intimate care is given, the member of staff will explain to the child each task that is carried out, and the reasons for it. Staff will encourage children to do as much for themselves as they can.

If a child requires intimate care on a regular basis, it is good practice for two members of staff to share the care between them. In this way, the child is less likely to become overly dependent on a single member of staff, and to become distressed if their usual carer is occasionally unavailable. However, parents' views on the number of staff providing personal care to their child must also be taken into consideration - some children may simply be unable to cope with more than one carer.

We have policies in place that promote safe recruitment, as well as having sound staff supervision, safeguarding and intimate care procedures; together these ensure that, should a child need consistent care from one member of staff, the child's safety and well-being will not be compromised.

Protecting children

Staff are familiar with guidance from the Local Safeguarding Children Board. The Club's procedures reflect the guidance in Working Together to Safeguard Children (2013) and staff are familiar with the What To Do If You're Worried A Child Is Being Abused flowchart from this document.

If a member of staff is concerned about any physical changes to a child, such as marks, bruises, soreness etc, they will inform the manager or the Club's designated child protection officer immediately. The procedures set out in the Safeguarding Children policy will be implemented.

Should a child become unhappy about being cared for by a particular member of staff, the manager will investigate and record any findings. These will be discussed with the child's parents or carers in order to resolve the issue. If necessary, the manager will seek advice senior managers who may seek advice from outside agencies.

If a child makes an allegation against a member of staff, the procedure set out in the Safeguarding Children policy will be followed.

Dealing with blood and body fluids

Blood, vomit, urine and faeces will be cleaned up immediately and disposed of safely by double bagging the waste and removing it from the premises. When they are dealing with body fluids, staff will wear personal protective clothing (disposable plastic gloves and aprons) and will wash themselves thoroughly afterwards. Soiled children's clothing will be bagged to go home – staff will not rinse it. Children will be kept away from the affected area until the incident has been dealt with fully.

Staff at Quackers Out of School Clubs will maintain high standards of personal hygiene and will take all practicable steps to prevent and control the spread of infection.