



## **Intimate Care Policy**

The purpose of this policy is to outline the procedures and guidelines regarding intimate care for children attending our provisions. This protects the staff and children whilst ensuring the dignity and wellbeing of children.

Intimate care refers to any task that involves physical contact with a child that could be considered of a personal or private nature, such as:

- Assisting with toileting or changing nappies.
- Changing clothes.
- Assisting with menstrual care.
- Providing any personal hygiene tasks.

### **Responsibility of Parents/Guardians**

- Parents/guardians are responsible for ensuring that their child is adequately prepared for our provisions, including toileting needs.
- Parents/guardians must ensure their child has all necessary items such as a change of clothes, wipes, or any other personal care items they may require.
- If a child has specific intimate care needs, parents/guardians **MUST** discuss these with the Active8 Minds in advance to determine if suitable arrangements can be made.

### **Staff Role and Limitations**

Active8 Minds staff will take all necessary precautions not to physically touch any child when providing intimate care support.

Staff will provide the child with privacy and encourage them to change independently, while remaining in close proximity to offer verbal support and guidance if needed.

A private and safe space will be provided for the child to change, with appropriate supervision to ensure the child's safety while maintaining their privacy.

Staff may hold items of clothing or cleaning materials to aid the child.

In the event of extreme circumstances, and in order to protect the child's dignity and health, if deemed necessary a member of Active8 Minds staff will assist the child with their clothing. In this instance, the child will be asked for consent by the staff member. A parent or guardian will be informed via telephone and may be asked to collect the child. or will be informed at collection.

Where possible two staff members will be present throughout this procedure. By registering for an Active8 Minds provision, the parent/guardian agrees to consent for their child to be supported by one member of staff in the event that two are not available.

A limited number of Active8 Minds provisions are led by one member of staff. In the event of an intimate care emergency at these provisions, the parent or guardian will be contacted immediately.

**It is the parent/guardian's responsibility to notify Active8 Minds office in writing if they are not in agreement with this policy.**

Active8 Minds ensure that all staff who provide support with intimate care will have undergone safeguarding training and an enhanced DBS check.

Only staff who the child is comfortable with will support with intimate care support.

Active8 Minds ensures that all staff undertake regular safeguarding training inline with updated, and relevant legislation.

Active8 Minds staff will document any incidents involving intimate care needs and communicate promptly with parents/guardians.

### **Safeguarding Concerns**

- Any concerns about a child's physical appearance must be reported.
- Incidents or allegations will be handled following safeguarding procedures.

### **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 Active8 Minds® will maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

This policy was adopted by: Active8 Minds®	Date: 30.09.2024
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To be reviewed: Signed: