The HOLT Isle of Wight Intimate Care Policy

The HOLT takes the health and wellbeing of all of its clients extremely seriously. We aim to support our clients to experience a rich and effective education whilst supporting them with any physical disabilities and illnesses.

The Trustees recognise their duties and responsibilities in relation to the Equality Act 2010, which states that any student with an impairment affecting their ability to carry out normal day-to-day activities must not be discriminated against.

Clients will always be treated with care, sensitivity and respect when intimate care is given and no client will be left feeling embarrassed or as if they have created a problem.

Legal Framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

Children and Families Act 2014

Education Act 2011

Health Act 2006

Equality Act 2010

DFE 2022 KCSIE

This policy operates in conjunction with:

Health and Safety policy

First Aid policy

Supporting Clients with medical conditions policy

Staff Code of Conduct

Safeguarding policy

Whistleblowing policy

Administering medication policy

Definitions

For the purpose of this policy, intimate care is defined as any care which may involve the following:

Washing

Touching

Carrying out an invasive procedure

Changing a client who has soiled themselves

Providing oral care

Feeding

Assisting with toilet issues

Providing comfort to an upset or distressed client

Intimate care tasks are associated with bodily functions, body products, and personal hygiene that demand direct or indirect contact with, or exposure of, the genitals.

Examples of intimate care include support with dressing and undressing, underwear, changing incontinence pads, nappies, or medical bags such as colostomy bags, menstrual hygiene, helping someone use the toilet, or washing intimate parts of the body.

Clients may be unable to meet their own care needs for a variety of reasons and will require regular support.

Health and Safety

The Health and safety policy lays out specific requirements for cleaning and hygiene, including how to deal with spillages, vomit and other bodily fluids.

Any member of staff that is required to assist a client with changing a medical bag will be trained to do so.

Staff will wear disposable aprons, gloves while assisting a client in the toilet or while changing a pad, incontinence pad or medical bag.

Soiled pads, medical bags etc will be securely wrapped and disposed of appropriately.

Where more than one client requires intimate care, waste pads etc will be disposed of in a yellow hygiene bin. The changing area or toilet will be left clean. Hot water and soap will be used to wash hands. Paper towels will be available to dry hands.

Staff and Facilities

Staff members who provide intimate care will be suitably trained and will be made aware of what is good practice.

The HOLT has one assisted bathroom presently that does not have changing bed or hoist facilities.

Centre Responsibilities

Arrangements will be made with a multi-agency team to discuss personal care needs of any client before they start at the HOLT. Where possible clients will be involved in planning for their own healthcare needs whenever possible, with input from parents/carers welcome.

The privacy and dignity of any client who requires intimate care will be respected at all times. A qualified member of staff will change the client, or assist them in changing themselves if they become wet, or soil themselves. Any client with wet or soiled clothing will be assisted in cleaning themselves and will be given spare clothing as provided by the parents.

Arrangements will be made for how often the client will be routinely changed if attending the centre for the full day, and the client will be changed by a designated member of staff. A minimum number of changes will be agreed.

The family’s cultural practices will always be taken into account for cases of intimate care, where possible they will be changed by a member of the same sex.

Parents will be contacted if the client refuses to be changed, or becomes distressed during the process.

Excellent standards of hygiene will be maintained at all times when carrying out intimate care.

Parents/Carers

Parents will change the client at the latest time before attending the Centre.

Parents will provide spare pads, bags, wipes etc and a change of clothing in case of accidents.

A copy of this policy will be read and signed by parents to ensure that they understand the policies and procedures surrounding intimate care.

Parents will come to an arrangement with staff in determining how often the client will be changed.

Safeguarding

All employees have Level 2 Safeguarding training.

All employees have enhanced DBS checks with disclosure

Staff involved in intimate care will not be involved in the delivery of sex education as an extra safeguard.

Individual intimate care plans will be drawn up if necessary for clients as appropriate to suit individual circumstances.

Clients right to privacy will be respected. Careful consideration will be given to each individual situation to determine how many carers will be required when the client is changed.

If any member of staff has concerns about changes to physical appearance eg marks and bruises on a client, they will report these to the DSL immediately.

Special consideration will be given to ensure bullying or teasing will not occur.

Swimming

Clients may sometimes attend swimming at West Wight Swimming pool.

Some clients may need assistance changing, and parental permission will be sought before this happens.