



## Mangotsfield Out of School Club Intimate Care Policy

<b>Policy Author:</b>	MOOSC Management Team
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<b>Signed:</b>	<i>Reem in Amali</i>



## Intimate Care Policy - MOOSC24.01

### **Purpose**

The Club will make sure that in intimate care situations, the child's safety, respect, dignity and privacy are maintained at all times.

### **Definition**

Intimate care for the purposes of this policy and the Club covers any task that involves the washing, touching or carrying out a procedure to intimate personal areas and/ or is associated with bodily functions and personal hygiene including (but not limited to) toileting, washing, dressing, and menstrual care.

### **Best Practice**

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

Staff who provide intimate care will do so in a professional manner. Staff are aware of safeguarding and will be trained in health and safety, child protection and manual handling before being able to provide intimate care to a child. No child should suffer distress or pain as a result of receiving intimate care.

In order to prevent over-familiar relationships from developing, the Club has a rota of different staff, all of whom are known to children, to provide the care. All instances of required intimate care will be discussed with the parents/ carers.

Staff will work in partnership with parents/ 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;
- The number of staff needed to carry out the task (if more than one person is required, reasons will be documented);
- Any additional equipment required;
- The child's preferred means of communication (e.g verbal, visual); and
- The child's level of ability (e.g. what tasks they are able to carry out by themselves).

### **Protecting Children**

Staff are familiar with the Local Safeguarding Children Board booklet, "Recognising The Signs Of Child Abuse" and DFES booklet, "What To Do If You Think A Child Is Being Abused". Staff will follow the guidance as trained to do so.

Should staff be concerned about any physical changes to a child such as marks, bruises, soreness, weight etc. they will inform the Play Manager and/ or designated Child Protection Officer (CPO) immediately. The Club's Safeguarding Policy will be followed.



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Should a child become unhappy about being cared for by a particular member of staff, the Play Manager will investigate and record any findings. The outcome will be discussed with the child's parents/ carers in order to resolve the problem and if necessary will seek advice from outside Agencies.

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

### **Blood and Bodily 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 staff deal with body fluids, they will wear personal protective clothing (PPE) such as 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 the child's clothes. Children will be kept away from the affected area until the incident has been dealt with fully.

If required, the Club will contact the parent/ carer to collect the child before the end of the booked session.

Staff at MOOSC will maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

### **Related Policies**

1. Safeguarding
2. Health & Safety
3. Illness & Accident