

Thurrock Council

Disabled Children's Short Breaks and Outreach Service Sunshine Centre, Hannah's Place and Befriending

Personal Care policy

Intimate personal care

Disabled children and young people should be able to participate in all aspects of community life. In some instances, they will require personal care to enable them to do this; it may be necessary for staff and carers to carry out this care in a variety of settings.

Children and young people requiring this kind of care will vary in age, background, and ethnicity. They will have differing level of need, level of ability and communication skill. What they will have in common is the right to sensitive, respectful care which is a positive support to them.

Personal care includes:

- feeding
- assisting with medical appliances/procedures
- administering medication

Intimate care includes:

- changing nappies and incontinence pads
- changing sanitary pads
- washing
- dressing
- toileting

Good practice around personal care

Where possible the person that the child or young person is most comfortable with should provide personal care. This ensures that good communication can take place during an important part of the child's or young person's day.

Training will be provided to any staff who support children with specialist health care needs – that is, gastro feeding, jedjunostomy, epilepsy/emergency medication, and so on. These tasks will only be undertaken by staff who have attended the relevant training and who have been signed off as competent by a nurse on each child's or young person individual procedure.

The principles of intimate care within Disabled Children's Short Breaks and Outreach Service

Where possible the child or young person will be allowed to choose who provides their intimate care.

The child or young person is given opportunity as appropriate to care for themselves as far as is possible.

Staff will always communicate to the child or young person what they are going to do.

Good practice in intimate care

Providing intimate care for a child or young person places carers in a position of great responsibility and trust. They are required to act in the best interests of the child at all times and comply with Thurrock Council Health and Safety policies. This means:

- all care providers will be subject to an enhanced Disclosure and Barring Service (DBS) check every 3 years
- all staff have a duty to inform their manager of any changes in circumstances or medical reasons that may impact on their ability to carry out their duties.
- staff members carrying out intimate care should, as far as possible, be those who know the children the best – they should be sensitive to children's age, disability, cultural and religious background
- staff will always use the children's names
- throughout any intimate care procedure staff will ensure they are constantly communicating with the child about what is happening and what will happen next
- staff will ensure that the child's privacy, dignity and modesty is protected at all times
- as part of a child's care plan parents and staff will agree appropriate terminology for parts of the body and its functions – this is also an important part of our safeguarding policy
- records are kept of when children are changed and by whom – any concerns should be passed on to the session leader or the centre Manager or Deputy
- if it is identified that a child has complex medical needs, then agreement should be sought between agencies to provide appropriate, qualified care – this would include the training and monitoring of staff on the care of children with complex needs

Prohibited tasks

No staff member shall either:

- conduct any intrusive procedure such as inserting suppositories or pessaries
- administer intravenous fluids

Document review

It was last reviewed by Lauren Riddick and Laura Hayden – September 2023.