



INTIMATE CARE POLICY

Policy review: September 2026

Next Review: September 2027

1. Introduction

Fens Primary School is committed to safeguarding and promoting the welfare of all children. The school recognises its responsibility to provide intimate care for children where required whilst preserving their dignity, privacy, safety and wellbeing.

Intimate care will always be carried out in a professional, respectful and sensitive manner that protects both the child and the member of staff involved. No child should experience distress, embarrassment or discomfort as a result of their intimate care needs.

2. Purpose

This policy aims to:

- Safeguard the rights and wellbeing of children requiring intimate care.
- Support children's health, safety and personal development.
- Ensure staff understand their responsibilities when providing intimate care.
- Protect children and staff from misunderstandings and allegations.
- Promote consistency in intimate care practices across the school.
- Ensure compliance with safeguarding and equality legislation.

3. Scope

This policy applies to:

- Pupils requiring support with toileting, continence or personal hygiene.
- Pupils requiring assistance due to SEND, medical needs or developmental delay.
- Staff who provide intimate care.
- Educational visits, residential visits and school activities.

This policy should be read alongside:

- Child Protection and Safeguarding Policy
- Supporting Pupils with Medical Needs Policy
- SEND and Inclusion Policy
- Behaviour Policy
- Physical Intervention Policy
- Health and Safety Policy
- Staff Code of Conduct
- Keeping Children Safe in Education (2026)
- Administration of Medicines Policy
- Data Protection Policy

4. Definition of Intimate Care

Intimate care involves support with tasks of a personal nature including:

- Toileting
- Nappy changing
- Cleaning after soiling
- Washing intimate areas
- Changing clothing following accidents
- Menstrual care
- Administration of certain medical procedures where authorised
- Support with continence needs

Any invasive medical procedure will only be undertaken by appropriately trained individuals acting under professional guidance and agreed healthcare plans.

5. Principles of Intimate Care

The school is guided by the following principles:

- Every child has the right to be safe.
- Every child has the right to privacy.
- Every child has the right to dignity and respect.
- Every child has the right to be consulted about their care.
- Every child has the right to have their views considered.
- Every child has the right to consistent and appropriate care.
- Every child has the right to be supported towards independence wherever possible.

6. Safeguarding

Intimate care is a regulated activity that must always be carried out with safeguarding at the forefront of decision-making.

All staff must:

- Follow the school's Child Protection and Safeguarding Policy.
- Maintain professional boundaries at all times.
- Report any safeguarding concerns immediately to the Designated Safeguarding Lead (DSL).
- Record concerns appropriately.
- Remain vigilant for signs of abuse or neglect.

Any unexplained marks, bruising, soreness, behavioural change or disclosure arising during intimate care must be reported immediately in accordance with safeguarding procedures.

Any allegation involving a member of staff will be managed through the school's safeguarding and allegations procedures.

Wherever practicable, another member of staff should be aware that intimate care is taking place. This is intended to safeguard both the child and the member of staff whilst maintaining the child's dignity and privacy.

7. Individual Intimate Care Plans

Where a child requires regular intimate care, an Individual Intimate Care Plan will be created.

The plan will be agreed between:

- Parents/carers
- School staff
- Relevant healthcare professionals
- The child, where appropriate

Plans will outline:

- The child's specific needs.
- Level of assistance required.
- Equipment required.
- Infection control arrangements.
- Preferred adults where possible.
- Strategies promoting independence.
- Emergency arrangements.

Plans will be reviewed at least annually or sooner if needs change.

8. Roles and Responsibilities

Governing Body

The Governing Body is responsible for ensuring that appropriate policies and procedures are in place to safeguard children.

Headteacher

The Headteacher is responsible for:

- Ensuring implementation of this policy.
- Ensuring staff receive appropriate training.
- Monitoring compliance.
- Supporting staff and families.

Staff

Staff must:

- Follow agreed care plans.
- Respect children's dignity.
- Promote independence.
- Follow health and safety procedures.
- Report concerns immediately.
- Maintain accurate records when required.

9. Working with Parents and Carers

The school recognises that parents and carers play an important role in supporting intimate care arrangements.

The school will:

- Consult parents before regular intimate care is provided.
- Maintain clear communication.
- Respect cultural and family preferences where possible.
- Ensure care arrangements remain appropriate.

Parents are responsible for:

- Providing spare clothing where required.
- Providing nappies, pull-ups or continence products if needed.
- Informing the school of any changes to their child's needs.

10. Promoting Independence

The school will support children to become as independent as possible.

Staff will:

- Encourage self-care skills.
- Provide appropriate supervision.
- Offer prompts rather than completing tasks unnecessarily.
- Celebrate progress towards independence.

Support will be adapted according to age, development and individual needs.

11. Facilities

The school provides appropriate toileting and changing facilities, including accessible toilets and washing areas.

Where specialist equipment is required, advice will be sought from relevant professionals and equipment provided as appropriate.

12. Health and Safety

When providing intimate care staff must:

- Wear disposable gloves.
- Wear disposable aprons.
- Follow infection control procedures.
- Wash hands before and after care.
- Dispose of waste safely.
- Clean equipment appropriately.

Any bodily fluids or contaminated materials must be disposed of in accordance with health and safety procedures.

13. Physical Contact

Appropriate physical contact may be necessary when providing intimate care.

Any contact must:

- Be necessary.
- Be proportionate.
- Be explained to the child.
- Respect the child's dignity.
- Be consistent with agreed care arrangements.

Staff must be able to justify any physical contact and should avoid unnecessary physical contact at all times.

14. Physical Intervention

Where physical intervention is required to prevent injury or serious harm, staff will act in accordance with the school's Positive Handling and Physical Intervention procedures.

Only reasonable and proportionate force may be used and all incidents must be recorded.

15. Menstrual Care

The school recognises that some pupils may require support in managing menstruation.

Where required:

- Appropriate sanitary products will be available.
- Privacy and dignity will be maintained.
- Support will be provided sensitively.
- Individual plans may be developed where additional support is required.

16. Educational Visits and Residential Visits

Suitable arrangements will be made for children requiring intimate care during educational visits and residential experiences.

Risk assessments will consider:

- Staffing arrangements.
- Privacy.
- Toileting facilities.
- Medical needs.
- Equipment requirements.

Staff must maintain professional boundaries at all times.

17. Equality and Inclusion

This policy will be implemented in accordance with the Equality Act 2010.

The school recognises that some children may require intimate care due to:

- Disability
- Medical needs
- SEND
- Developmental delay
- Temporary injury
- Mental health needs

Reasonable adjustments will be made to ensure children can access education safely and with dignity.

18. Record Keeping

Records will be maintained where:

- Regular intimate care is provided.
- Care plans are in place.
- Concerns arise.
- Significant incidents occur.

Records will be stored securely in accordance with UK GDPR and the Data Protection Act 2018.

Appendix 1: School Intimate Care Arrangements

The school will routinely provide intimate care for:

- Children with an EHCP where intimate care is identified as a need.
- Children with diagnosed medical conditions affecting continence.
- Children with identified SEND needs requiring support.
- Children with developmental delay receiving professional support.
- Occasional accidents where a child has made reasonable attempts to use the toilet independently.

Parents/carers may be contacted where:

- A child has diarrhoea and requires collection in line with infection control guidance.
- Repeated soiling occurs due to illness or medication.
- The level of care required exceeds what can reasonably be provided within school.

Monitoring and Review

This policy will be reviewed annually by the Designated Safeguarding Lead, SENCO, Headteacher and Governing Body, or sooner if legislation, statutory guidance or local procedures change.

Signed: _____ Headteacher

Signed: _____ Chair of Governors

Date Approved: _____