



ST.MARY'S RC
PRIMARY SCHOOL

WE PRAY, PLAY & RESPECT ALL

INTIMATE CARE POLICY

1. Aims

This policy aims to ensure that:

- Intimate care is carried out properly by staff, in line with any agreed plans.
- The dignity, rights and wellbeing of children are safeguarded.
- Pupils with intimate care difficulties are not discriminated against, in line with the Equality Act 2010.
- Parents are assured that staff are knowledgeable about intimate care and that the needs of their children are taken into account.
- Staff carrying out intimate care work do so within guidelines including health and safety, manual handling and safeguarding procedures that protect themselves and the pupils involved.

Intimate care refers to any care which involves toileting, washing, changing, menstrual care, touching or carrying out an invasive procedure involving children's intimate personal areas.

2. Legislation and statutory guidance

This policy complies with current statutory safeguarding guidance and should be read alongside the school's safeguarding policies and procedures.

3. Role of parents

3.1 Seeking parental permission

For children who need routine or occasional intimate care (e.g. for toileting or toileting accidents), parents will be informed/consulted.

For children whose needs are more complex or who need particular support, an intimate care plan will be created in discussion with parents (see section 3.2 below).

Where there isn't an intimate care plan or parental consent for routine care in place, parental permission will be sought before performing any intimate care procedure.

If the school is unable to get in touch with parents and an intimate care procedure urgently needs to be carried out, the procedure will be carried out to ensure the child is comfortable, and the school will inform parents afterwards.

3.2 Creating an intimate care plan

Where an intimate care plan is required, it will be agreed in discussion between the school, parents, the child (when possible) and any relevant health professionals.

The school will work with parents and take their preferences on board to make the process of intimate care as comfortable as possible, dealing with needs sensitively and appropriately.

Subject to their age and understanding, the preferences of the child will also be taken into account.

The plan will be reviewed regularly and whenever there are changes to a pupil's needs.

See the appendix for the intimate care plan template.

3.3 Sharing information

The school will share information with parents as needed to ensure a consistent approach. Parents are also expected to share relevant information regarding intimate care needs as appropriate.

4. Role of staff

4.1 Which staff will be responsible

All staff at the school who carry out intimate care will have undergone the appropriate pre-employment checks, including Disclosure and Barring Service (DBS) checks as required.

4.2 How staff will be trained

Staff will receive:

- Training in the specific types of intimate care they undertake.
- Regular safeguarding training.
- Where necessary, manual handling training that enables them to remain safe and allows the pupil to participate as much as possible.

They will be familiar with:

- The control measures set out in relevant risk assessments carried out by the school.
- Appropriate hygiene, infection control and health and safety procedures.

Staff will also be encouraged to seek further advice as needed.

5. Intimate care procedures

5.1 How procedures will happen

The number of staff involved in intimate care will be determined according to the needs of the child, any relevant risk assessment or intimate care plan, and safeguarding considerations. Where appropriate, a second member of staff may be present or nearby.

Procedures will usually be carried out in toilets or accessible toilets, but this will depend on the individual needs of the child.

When carrying out procedures, the school will provide staff with appropriate equipment such as protective gloves, cleaning supplies, changing mats and disposal facilities, depending on the procedure.

For pupils needing routine intimate care, the school expects parents to provide, where necessary, an appropriate stock of resources such as nappies, underwear and/or spare clothing.

Any soiled clothing will be contained securely, clearly labelled and discreetly returned to parents at the end of the day.

Staff will encourage pupils to undertake as much of their own personal care as is appropriate to their age, understanding and individual needs, promoting independence while maintaining dignity and privacy.

5.2 Concerns about safeguarding

If a member of staff carrying out intimate care has concerns about physical changes in a child's appearance, such as marks, bruises or soreness, they will report this in accordance with the school's safeguarding procedures.

If a child is hurt accidentally or there is an issue when carrying out an intimate care procedure, the staff member will report the incident immediately to the DSL, DDSL or, if neither is available, a member of the SLT.

If a child raises a concern or makes an allegation about a member of staff, responsibility for the intimate care of that child will be given to another appropriate member of staff as soon as possible. The concern or allegation will be managed in accordance with the school's safeguarding procedures and current statutory safeguarding guidance.

6. Monitoring arrangements

This policy will be reviewed every three years by the headteacher and/or designated senior leader, or earlier where there are changes to relevant legislation or statutory guidance, school practice, or circumstances which indicate that a review is required.

The policy will be approved in accordance with the school's governance arrangements.

7. Links with other policies

This policy links to the following school policies and procedures:

- Accessibility Plan
- Child Protection and Safeguarding Policy
- Health and Safety Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Supporting Pupils with Medical Conditions Policy

Please see Appendix: Intimate Care Plan

St Mary's RC Primary School

Intimate Care Plan

Child's name	
Class	
D.O.B	
Medical diagnosis or condition	
Nominated Carers	
How and what will be carried out	
Supplies and resources	
Steps for changing	
Next Steps	
This plan was written by	
Date	
Signed by parents/carers	
Signed by class teacher	
Signed by SENCO	

Revised and adopted by the Governing Body

Date: September 2026

Review Date: September 2029