Safeguarding - Intimate Care Policy

Low Ash Primary School

Approved by:	The Governing Body	**Date 15.10.25**
Last reviewed on:	**16.10.24**	
Next review due by:	Autumn Term 2026	

Rationale

Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas. In most cases such care will involve cleaning for hygiene purposes, as part of a staff member's duty of care. In the case of a specific procedure only a person suitably trained and assessed as competent should undertake the procedure.

Some young people in our school may require this care to be provided by a member of staff on a regular basis if they are not able to meet these needs themselves.

The issue of intimate care is a sensitive one and requires staff to be respectful of the child's needs. The child's dignity should always be preserved with a high level of privacy, choice and control. There will always be a high awareness of child protection issues. Staff behaviour must be open to scrutiny and staff must work in partnership with parents/carers to provide continuity of care to children/young people wherever possible.

Aims and Objectives

Low Ash Primary School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. We recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Our Approach to Best Practice

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is always treated with respect; the child's welfare and dignity are of paramount importance.

Any child with intimate care needs will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as s/he can. This may mean, for example, giving the child responsibility for washing themselves.

Individual intimate care plans (in some cases as part of a wider Individual Healthcare Plan) will be drawn up for particular children as appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected and one member of staff will change children following the Bradford guidelines.

Intimate care arrangements will be discussed with parents and the needs and wishes of children and parents will be considered wherever possible within the constraints of staffing.

Safeguarding Children

Safeguarding Procedures and Inter-Agency Child Protection procedures will be adhered to. All children will be taught personal safety skills carefully matched to their level of development and understanding. If a staff member has any concerns about a child's physical changes (bruises, marks etc.) they will immediately report concerns as per school safeguarding procedures.

If a child becomes distressed or unhappy regarding being cared for by a particular member of staff, the matter will be looked into, parents will be consulted, and outcomes recorded. Staffing schedules will need to be altered until the issue is resolved as the child's needs remain paramount. If a child makes allegations against a member of staff, necessary procedures will be followed.

Children Wearing Nappies

Any child wearing nappies will have an intimate care plan which must be signed by the parent/carer. This plan will outline who is responsible in school for changing the child, and where and when this will be carried out. This agreement allows school and parents to be aware of all issues surrounding the task from the outset.

Health & Safety Guidance

Staff should always wear an apron and gloves when dealing with a child who is soiled or when changing a nappy. Any soiled waste should be placed in a polythene waste disposal bag and sealed. The bag should then be placed in a bin, (with a liner) specifically designed for such waste. This bin should be collected on a weekly basis as part of the usual refuse. It is not classed as clinical waste. Parents should supply nappies, wipes and disposable nappy sacks for their child.

Special Needs

Children with special needs have the same rights to privacy and safety when receiving intimate care. Additional vulnerabilities (any physical disability or learning difficulty) must be considered when drawing up care plans for individual children. Regardless of age and ability, the views and emotional responses of children with special needs should be actively sought when drawing up or reviewing a care plan.

Physical Contact

All staff engaged in the care and education of children and young people need to exercise caution in the use of physical contact. Staff must be aware that even well-intentioned contact might be misconstrued by the child or an observer. Staff must always be prepared to justify actions and accept that all physical contact is open to scrutiny.

The expectation is that when staff make physical contact with pupils it will be:
- For the least amount of time necessary (limited touch)
- Appropriate, given their age, stage of development and background.
- In response to the pupil's needs at the time

Arrangements must be understood and agreed by all concerned, justified in terms of the child's needs and consistently applied and open to scrutiny. Where possible, consultation with colleagues should take place where any deviation from arrangements is anticipated. Any deviation from the agreed plan must be documented and reported.

Appendix A

CHANGING RECORD

PUPIL _____

WEEK BEGINNING _____

W(wet), D(dry), B(bowels open), M(menstruation)

DAY/ DATE	TIME	STAFF SIGNATURE AND PRINTED NAME	W, D B, M	COMMENTS/OBSERVATIONS Eg – skin impairment – changed bowel or urinary pattern

Please remember – if you have any concerns, then please discuss immediately with a senior member of staff or child protection officer.

Appendix B

Intimate Care Plan

Child/Young Persons Name:	**Date of Birth:**
Details of assistance required:	
Facilities and equipment: (Clarify responsibility for provision of supplies e.g. parent/carer/school/other)	
Staffing **Regular:** **Back up:**	
Timings	

Curriculum specific needs:

Arrangements for trips/transport:

This current plan has been agreed by:

Name	**Role**	**Signature**
Date		

Date for review: