



Intimate Care Policy

Governor : Safeguarding – Fr Paul Grady

Reviewed: April 2024

Next Review Date: March 2025

Governor: Safeguarding - Denise Malma

Reviewed: February 2026

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 do so within guidelines that protect themselves and the pupils involved, including safeguarding protocols, health and safety and manual handling requirements

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

2. Legislation and statutory guidance

This policy complies with the following statutory and regulatory requirements:

- Keeping Children Safe in Education (2025) which came into force on 1 September 2025
- Early Years Foundation Stage (EYFS) Statutory Framework (2025), effective from 1 September 2025, which requires suitable toilets, hygienic changing facilities and protection of children's privacy during intimate care
- School Premises (England) Regulations 2012, requiring suitable toilet and washing facilities for pupils, including those with intimate care needs
- Equality Act 2010, requiring reasonable adjustments for disabled pupils and protection against discrimination
- Children and Families Act 2014 and the SEND Code of Practice, requiring schools to meet medical and personal care needs for pupils with SEN support or EHCPs
- Ofsted Education Inspection Framework (renewed 2025, in use from November 2025), which requires safe, respectful and well-managed safeguarding practice including appropriate intimate care arrangements
- NSPCC intimate care guidance (2025), which sets expectations for safe, respectful and child-centred intimate care practice with robust safeguarding procedures

3. Role of parents

3.1 Seeking parental permission

For children who need routine or occasional intimate care (such as toileting or toileting accidents), parents will be asked to sign a consent form.

For pupils whose needs are more complex or who require support outside what is covered in the consent form, an individual intimate care plan will be created in discussion with parents (see section 3.2).

Where there is no intimate care plan in place, parental permission will be sought before carrying out any intimate care procedure unless the child's comfort or wellbeing requires immediate action. If staff are unable to reach parents in an urgent situation, intimate care will be carried out and parents informed afterwards.

3.2 Creating an intimate care plan

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

The school will work with parents to take their preferences into account so intimate care is managed sensitively and appropriately. Subject to age and understanding, the preferences of the child will also be considered. If it is unclear whether the child can make an informed choice, parents will be consulted.

Plans will be reviewed regularly and updated whenever there are changes to the pupil's needs.

3.3 Sharing information

The school will share information with parents as needed to ensure a consistent approach. Parents are expected to share all relevant information regarding their child's intimate care needs.

4. Role of staff

4.1 Staff responsibilities

Roles that involve intimate care will include this explicitly in their job description.

All staff carrying out intimate care will have:

- An enhanced DBS with barred list check before appointment
- Recruitment checks consistent with safer recruitment procedures

4.2 Staff training

Staff will receive:

- Training in the specific intimate care procedures they must undertake
- Regular safeguarding training, consistent with *Keeping Children Safe in Education*
- Manual handling training if necessary, ensuring safe practice and promoting maximum pupil participation

Staff will be familiar with:

- Control measures in relevant risk assessments
- Hygiene and health and safety procedures

Staff will be encouraged to seek further advice as needed, including from health professionals if specialist procedures are required. This aligns with guidance recommending appropriate training and multi-agency planning for intimate care.

5. Intimate care procedures

5.1 How procedures will happen

Intimate care procedures will be carried out in the toilets closest to the classroom. For pupils in Key Stage 2, staff will use the toilets near the staff room as they provide greater privacy. Wherever possible, two members of staff will be present.

Staff will be provided with gloves, cleaning supplies, hand sanitiser and wet wipes.

For pupils needing routine intimate care, parents are expected to supply, when necessary, a week's worth of required items such as nappies, underwear and spare clothing.

Any soiled clothing will be secured hygienically, discreetly labelled and returned to parents at the end of the day.

The school is committed to preserving dignity and privacy during intimate care in line with EYFS and wider safeguarding guidance.

5.2 Concerns about safeguarding

Staff will report any concerns about physical changes in a child's appearance (such as marks, bruises or soreness) through the school's safeguarding procedures.

If a child is accidentally hurt or there is an issue during the procedure, staff will report the incident immediately to the Headteacher.

If a child makes an allegation against a member of staff, intimate care for that child will be reassigned to another staff member and the allegation will be investigated in line with safeguarding procedures. This aligns with NSPCC expectations for safe reporting and management of safeguarding concerns during intimate care.

6. Monitoring arrangements

This policy will be reviewed every three years or sooner if required due to changes in legislation or best practice.

7. Links with other policies

This policy links to the following policies and procedures:

- Accessibility plan
- Child protection and safeguarding
- Health and safety
- SEN
- Supporting pupils with medical conditions

PARENTS/CARERS	
Name of child	
Type of intimate care needed	
How often care will be given	
What training staff will be given	
Where care will take place	
What resources and equipment will be used, and who will provide them	
How procedures will differ if taking place on a trip or outing	
Name of senior member of staff responsible for ensuring care is carried out according to the intimate care plan	
Name of parent or carer	
Relationship to child	
Signature of parent or carer	
Date	
CHILD	
How many members of staff would you like to help?	
Do you mind having a chat when you are being changed or washed?	
Signature of child	
Date	

This plan will be reviewed twice a year.

Next review date:

To be reviewed by:

Appendix 2: template parent/carer consent form

PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE	
Name of child	
Date of birth	
Name of parent/carer	
Address	
I give permission for the school to provide appropriate intimate care to my child (e.g. changing soiled clothing, washing and toileting)	<input type="checkbox"/>
I will advise the school of anything that may affect my child's personal care (e.g. if medication changes or if my child has an infection)	<input type="checkbox"/>
I understand the procedures that will be carried out and will contact the school immediately if I have any concerns	<input type="checkbox"/>
<p>I do not give consent for my child to be given intimate care (e.g. to be washed and changed if they have a toileting accident). Instead, the school will contact me or my emergency contact and I will organise for my child to be given intimate care (e.g. be washed and changed).</p> <p>I understand that if the school cannot reach me or my emergency contact if my child needs urgent intimate care, staff will need to provide this for my child, following the school's intimate care policy, to make them comfortable and remove barriers to learning.</p>	<input type="checkbox"/>
Parent/carer signature	
Name of parent/carer	
Relationship to child	
Date	