

Christ Church and Lewis Street Primary Schools Intimate Care Policy



	Christ Church C.E	Lewis Street
Date	Spring 2026	Spring 2026
Review Date	Spring 2028	Spring 2028

Definition of Intimate Care

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some children are unable to do because of their young age, physical difficulties or other special needs. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing, toileting, changing and dressing. It also includes supervision of children involved in intimate self-care.

Rationale and Principles

The Governing Body will act in accordance with Section 175 of the Education Act 2002 and 'Safeguarding Children and Safer Recruitment in Education' (DfES 2006) and Keeping Children Safe in Education (2013) to safeguard and promote the welfare of pupils at this school. The Governing Body and Executive Headteacher will act in accordance with the supplementary DfES guidance: 'Safer Recruitment and Selection in Education Settings' (2005) and 'Dealing with Allegations of Abuse against Teachers and other Staff' (2005).

Christ Church C.E and Lewis Street Primary Schools take seriously their responsibility to safeguard and promote the welfare of the children and young people in their care. Meeting a pupil's intimate care needs is one aspect of safeguarding. The Governing Body recognises its duties and responsibilities in relation to the Disability Discrimination Act which requires that any child with an impairment that affects his/her ability to carry out day-to-day activities must not be discriminated against. This intimate care policy should be read in conjunction with the following Christ Church CE, Lark Hill and Lewis Street Primary policies:

- Safeguarding Policy
- Health and Safety Policy
- Supporting Pupils with Medical Conditions
- Special Educational Needs and Disabilities Policy
- Use of Reasonable Force and Restraint Policy
- Staff code of conduct or guidance on safe working practice
- Accessibility Plan
- Early Years Policy

Christ Church C.E and Lewis Street Primary Schools are committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust. All our staff and volunteers are DBS checked. Christ Church C.E and Lewis Street Primary Schools recognise that there is a need to treat all children, whatever their age, gender, disability, religion or ethnicity, with respect when intimate care is given. The child's welfare and dignity is of paramount importance. No child should be attended to in a way that causes distress or pain. Staff will work in close partnership with parent/carers to share information and provide continuity of care.

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Procedures

Staff who provide intimate care at Christ Church C.E and Lewis Street Primary Schools are equipped to do so, including safeguarding and health and safety training, alongside Moving and Handling, when necessary. We also have several members of staff who are Team Teach trained. Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental delay and/or developmental changes such as the onset of puberty and menstruation. There is careful communication with each child who needs help with intimate care in line with their preferred means of communication (verbal, symbolic, etc.) to discuss their needs and preferences. Where the child is of an appropriate age and level of understanding, permission should be sought before starting an intimate procedure. All children 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 his/herself as possible, including positioning themselves onto the changing surface. Staff must not physically lift a child.

It is not always practical for two members of staff to assist with an intimate care procedure and also this does not take account of the child's privacy. It is advisable, however, for a member of staff to inform another adult when they are going to assist a child with intimate care.

Wherever possible staff should care for a child of the same gender. However, in some circumstances this principle may need to be waived; for example, female staff supporting boys in a primary school as no male staff are available. The most important factor is the relationship and the knowledge of the child and their need. This is safe working practice to protect children and staff.

The religious views and cultural values of families should be taken into account, particularly as they might affect certain practices or determine the gender of the staff. All staff should be aware of the schools' confidentiality policy. Sensitive information will be shared only with those who need to know. Consideration of sanitary bins and specific medical disposal bins will be ordered and emptied as necessary.

Early Years Children and those with medical and/or SEND

Children who require regular assistance with intimate care may have a Medical Care Plan or Final EHCP, agreed by staff, parents/carers and any other professionals actively involved, such as school nurses or physiotherapists. Any historical concerns (such as past abuse) should be shared sensitively with necessary adults and taken into account. Where an EHCP or Medical Care Plan is not in place, parents/carers will be informed the same day if their child has needed help with meeting intimate care needs (e.g.: has had an 'accident' and soiled him/herself).

Children with developmental delay needs, in any year group, who are not yet toilet trained, will be changed in school as per the above policy. We are unable to use creams or ointments in nappy changing unless this is prescribed and labelled as signed in as per the medicines in school policy.

We ask parents\carers to provide nappies, underwear and spare set of clothes. Any soiled clothing will be contained securely and discreetly returned to parents\carers at the end of the day.

Every child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many staff might need to be present when a child needs help with intimate care. Adults who assist children with intimate care should be employed of the school, or a long term member of supply staff, and be DBS checked at an enhanced level.

Concerns about Safeguarding

If a member of staff carrying out intimate care has concerns about physical changes in a child's appearance (e.g. marks, bruises, soreness), they will report this using the school's safeguarding procedures.

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If a child is hurt accidentally or there is an issue when carrying out the intimate care, the staff member will report the incident immediately to the Head of School and/or Children and Families Officer.

If a child makes an allegation against a member of staff, the responsibility for intimate care of that child will be given to another member of staff as quickly as possible and the allegation will be investigated according to the school's safeguarding procedures.

Monitoring Arrangements

This will be reviewed in line with policy renewal schedule.

Appendix 1

PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE	
Name of child	
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"/>
<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).</p> <p>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	
Date	