

Stocks Lane Primary School

Intimate Care Policy



Review Date: November 2027

Stocks Lane Primary School

INTIMATE CARE POLICY

Introduction

Intimate care is any care which involves cleaning, touching or carrying out an invasive procedure that most children carry out for themselves but which some are unable to do due to physical disabilities, special educational needs associated with learning difficulties, medical needs or needs arising from the child's stage of development.

Care may involve help with drinking, eating, dressing and toileting. Specific help may also be needed for changing colostomy bags, feeding tubes and other such equipment. It may also require the administration of rectal medication.

In most cases intimate care will involve procedures to do with personal hygiene and the cleaning of equipment associated with the process. In the case of a specific procedure only a person suitably trained and assessed as competent will undertake the procedure.

Best Practice

The management of all children with specific intimate care needs will be carefully planned. Any child who requires intimate care will be treated with respect at all times, the child's welfare and dignity is of paramount importance. Any cultural or religious differences will be respected by staff.

Staff who provide **specific** intimate care will be trained to do so, (including child protection, moving and handling) and will be fully aware of best practice. School will endeavour to provide suitable equipment and facilities to assist with children who require special arrangements.

Staff will be supported to adapt their practice in relation to the needs of individual children, taking into account developmental stages (such as the onset of puberty and menstruation/ toilet training for younger children).

- Normally one child will be catered for by one adult unless there is a specific reason for having more adults present. If this is the case the reason will be clearly documented and appropriate adults made aware.
- The child 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 he/she can. This may mean, for example, giving the child responsibility for washing themselves.
- A child with specific intimate care needs will have an Intimate Care Plan completed, in consultation with parents. The provision of resources will be discussed and agreed with parents/carers.
- For younger children, who are not yet toilet trained, there may also be a need for an Intimate Care Plan. The provision of resources will be discussed and agreed with parents/ carers.
- All the above will be updated when necessary.
- All instances of providing intimate care will be recorded in the appropriate forma

Children wearing nappies

Children who are not yet fully toilet trained will require their nappies or pull-ups to be regularly checked and changed. An intimate care agreement will be signed by the parents and the class teacher.

Who should change nappies/pull-ups?

Any member of staff who is DBS checked has responsibility to change a child's nappy should it be soiled. Children should be changed at lunchtime, at home time and at any other time during the day should it be necessary.

Where should nappies/pull-ups be changed?

Nappies or soiled clothing should be changed in the toilet area. Privacy and dignity should be maintained at all times.

What resources will be used?

Parents should provide nappies, pull-ups, nappy sacks, wipes and spare clothing for children who may require it throughout the school day.

How will the nappy/pull-up be disposed of?

Soiled nappies/pull-ups should be double wrapped and placed in the appropriate disposal unit.

What infection control measures are in place?

Staff should wear PPE when dealing with soiled clothing or nappies. The changing area should be cleaned after use. Hot water and soap should be available to wash hands and paper towels should be available for drying hands.

What staff should do if the child is unduly distressed by the experience?

If a child is unduly distressed about being changed, parents should be contacted to discuss the matter and the outcomes achieved.

What if a child requires extra cleaning?

If a child who has soiled themselves requires additional cleaning, such as a shower/bath, then parents will be contacted to collect their child from school and asked to carry out this at home before returning the child to school.

Please read in conjunction with:

- Schools Child Protection and Safeguarding Policy
- Schools Code of Conduct for staff
- Working Together to Safeguard Children in Education (DfE Guidance, 2018)
- Keeping Children Safe in Education (DfE Guidance, September 2024)

Headteacher

Chair of Governors.....

Revised: November 2025

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Intimate Care Policy

Stocks Lane
Home/School Agreement

In order to best meet the needs of your child when they are with us, we have set up a home/school agreement between parents and school with regard to intimate care.

Intimate care is any care which involves cleaning, touching or carrying out invasive procedures, which children are unable to do for themselves.

Intimate care may involve helping with drinking, eating, dressing, toileting or comforting. In most cases at school, intimate care will involve procedures to do with personal hygiene.

The Parent/Carer:

- ✓ I agree to be responsible for providing the school with all nappies, pull-ups, wipes, nappy sacks and spare clothing.
- ✓ I agree to ensure that my child is changed at the latest possible time before being brought to school.
- ✓ I have read the intimate care policy. I understand and agree the procedures that will be followed when my child is changed at school.
- ✓ I agree that if my child requires additional cleaning, I will collect them from school in order for me to do this.

The School:

- ✓ We agree to changing your child during the day should the child soil themselves or become uncomfortably wet.
- ✓ We agree to monitor the number of times your child is changed
- ✓ We agree to report to you should your child become distressed, or if marks/rashes are noticed.

Name of child.....

Signed.....Parent/Carer

Date.....

Signed.....Class teacher

Date.....

Stocks Lane Primary School

Intimate/Personal Care Plan

Child's Name	Date:
Main areas of need:	
Toileting plan:	
Dressing/undressing plan:	
Medical plan:	
This plan was written by & Date: Agreed with parents/carers on: Child's views were sought for this plan on: (if not, why not) Signed..... Date.....	