



Southfield Primary School

Intimate Care Policy

Written: September 2025

Review Date: September 2026

1. Introduction

Southfield Primary School is committed to safeguarding and promoting the welfare of all children. This policy outlines the procedures and expectations for providing intimate care to pupils in a way that protects their dignity, privacy and wellbeing.

Intimate care is any care that involves washing, touching or carrying out a personal procedure that children usually carry out for themselves.

This includes toileting, nappy changing, cleaning a child after soiling, supporting children with toileting, and changing clothing.

The school recognises that some children may require support with intimate care due to their age, developmental stage, medical needs or additional needs.

2. Legal and Statutory Framework

This policy is written in accordance with:

- The Early Years Foundation Stage (EYFS) Statutory Framework
- Keeping Children Safe in Education (KCSIE)
- Equality Act 2010
- Health and Safety at Work Act
- Children Act 1989 and 2004

These frameworks require schools to safeguard children, respect their dignity and ensure appropriate care arrangements are in place.

3. Principles

Southfield Primary School follows these principles when providing intimate care:

- Every child has the right to dignity, privacy and respect.
- Children will be encouraged to develop independence wherever possible.
- Intimate care will always be provided in a safe and supportive environment.
- Staff will work in partnership with parents and carers.
- All intimate care arrangements will prioritise safeguarding and wellbeing.

4. Promoting Independence

Children are supported to develop independence with toileting and personal hygiene wherever possible.

Staff will:

- encourage children to manage their own clothing where appropriate
- support children to attempt wiping themselves first where developmentally appropriate
- provide reassurance and guidance to build confidence
- gradually reduce support as children develop independence.

5. Individual Intimate Care Plans

Where a child requires regular or ongoing intimate care, an Individual Intimate Care Plan will be developed.

The plan will include:

- the reason intimate care support is required
- the level of support required
- preferred language or routines
- strategies to support dignity and emotional wellbeing
- hygiene and medical considerations
- parental consent

Plans will be reviewed regularly and at least termly or sooner if needs change.

6. Safeguarding Arrangements

Safeguarding is central to all intimate care practices.

- Intimate care will be carried out by trained members of staff.
- Wherever possible, a familiar adult will support the child.
- Another member of staff will always be aware when intimate care is taking place and remain nearby.
- Doors will remain slightly open where appropriate to ensure staff visibility.

If a child becomes distressed during intimate care, the procedure will pause and reassurance will be provided.

Any safeguarding concerns such as bruising, marks, unusual behaviour or disclosures will be reported immediately to the Designated Safeguarding Lead in accordance with the school's safeguarding policy.

7. Health and Hygiene Procedures

Staff will follow strict hygiene procedures to ensure the safety of both children and staff.

These include:

- wearing disposable gloves and aprons
- washing hands before and after care
- cleaning and disinfecting changing areas
- disposing of waste in sealed bags
- following infection control procedures

Parents are responsible for providing nappies, wipes and other personal care items where required.

8. Changing Facilities

Southfield Primary School provides appropriate facilities for intimate care.

- Nursery and Reception children will be changed within the EYFS toilet and changing area.
- Older pupils requiring support will use the accessible toilet facilities.
- Changing areas ensure privacy while maintaining safeguarding awareness.

9. Recording and Monitoring

All intimate care provided in school is recorded.

Records will include:

- date and time
- staff member supporting the child
- nature of care provided
- time the child returned to class

These records support safeguarding and communication with parents.

All records will be stored securely in line with the school's data protection policy.

10. Working in Partnership with Parents

Parents and carers will be consulted whenever intimate care support is required.

The school will:

- discuss care arrangements with parents
- obtain written consent
- review arrangements regularly
- share progress towards independence

Parents are asked to provide required personal care items such as nappies, wipes and spare clothing.

11. Supporting Children with SEND

Children with Special Educational Needs or disabilities may require additional support with intimate care.

Arrangements will be planned carefully with parents, SENCO and external professionals where appropriate to ensure that care is safe, respectful and tailored to the child's needs.

12. Staff Training and Support

Staff who provide intimate care will receive appropriate safeguarding training and guidance on hygiene procedures.

Staff will be supported through supervision and guidance from senior leaders to ensure best practice is followed.

13. Review of Policy

This policy will be reviewed annually or sooner if guidance changes.

The Headteacher and Governing Body are responsible for ensuring this policy is implemented effectively.