



St Teresa's Catholic Primary School

Intimate Care Policy

*We are made in the image of God
to live, love and learn in a caring Catholic community,
where tolerance, confidence and independence are nurtured
and every achievement makes us proud.*

Introduction

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence and menstrual management as well as more ordinary tasks, such as help with washing or bathing.

Staff who work with young children or children/young people who have special needs will be fully trained and will undertake their duties in a professional, respectful manner at all times.

- Staff who provide intimate care to children have a high awareness of child protection issues and will follow guidelines set out in this policy.
- Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in moving and handling as necessary) and are fully aware of best practice
- No child should be attended to in a way that causes distress or pain.
- All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.
- If required assessment will be carried out by physiotherapist/occupational therapist as required, to ensure that changing facilities are suitable.
- Staff will be supported to adapt their practice in relation to the needs of individual children taking into account 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 the child's needs and preferences.
- As a basic principle, 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 themselves as they can. This may mean, for example, giving the child responsibility for wiping/washing themselves. We aim to create as much independence as possible.
- Individual intimate care procedures will be recorded on the Agreement of Intimate Care Procedures for a Pupil as appropriate to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer.
- Where possible one child will be cared for by one adult unless there is a sound reason for having two adults present. If this is the case, the reasons will be clearly documented.
- Parents/carers will be involved with their child's intimate care arrangements on a regular basis; the issues will be discussed fully with parents and they will be expected to provide sufficient items eg. nappies, pull-ups, under wear, spare trousers, wipes and nappy cream as appropriate and required for a reasonable number of changes each day. School will provide supplies for unexpected or occasional mishaps.
- Changes to these arrangements can be made should they be required.
- Parents need to inform school of any changes occur in their child's needs
- There will be occasions when a child who is not expected to need regular support for intimate care has an unexpected need for support. In this case permissions will not have been received from parents to support the child with intimate care but there is an imperative need for the child to be cleaned and changed. In cases such as this staff will help the child to manage the situation, preferably by encouraging the child to do as much as possible for themselves and staff will report the incident to the parent at the earliest opportunity.
- Staff will clean/disinfect the changing area at the time of use and inform the site supervisor/SENDCo should a deep clean be required

The protection of children

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the appropriate manager/designated person for safeguarding (DSL). A clear record of the concern will be completed and referred to social services and/or the Police if necessary. Parents will be asked for their consent or informed that a referral is necessary prior to it being made unless doing so is likely to place the child at greater risk of harm.

If a child becomes distressed or unhappy about being cared by a particular member of staff, the matter will be looked into and outcomes recorded and shared with parents.

Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution.

If a child makes an allegation against a member of staff, all necessary procedures will be followed in accordance with the School's Safeguarding Policy.

The protection of staff

Staff should wear personal protection equipment. Gloves and a plastic apron will be provided by school.

Staff need to inform the SENDCo if they have concerns about the facilities or if they themselves require adaptations or support.

Reviewed October 2025

Next review date October 2026



St Teresa's Catholic Primary School

Intimate Care Policy



Child/young person's Name

Procedure to be followed

.....

.....

.....

RISK ASSESSMENT: Please note any risks that may be associated with moving and handling or the personal safety or health of the child and the carers.

.....

.....

.....

.....

.....

.....

Staff Carer's Name

Date.....

Parent.....

Date.....