

Bailey's Court Primary School

Breaches Gate, Bradley Stoke, Bristol BS32 8AZ

INTIMATE CARE POLICY

Issue 5

September 2026

Approved by:

Head Teacher

Authorised by:

Chair of Governing Body Bailey's Court
Primary School

Review Date: September 2028

Bailey's Court Primary School

Intimate Care Policy

SUMMARY

This policy has been reviewed and updated to reflect current statutory guidance and good practice, including safeguarding expectations, equality duties, SEND responsibilities and safer working practices. It should be read alongside the school's safeguarding and SEND policies and is informed by the following statutory guidance and legislation:

- Keeping Children Safe in Education (KCSIE) - current statutory safeguarding guidance for schools and colleges.
- Working Together to Safeguard Children - statutory guidance on safeguarding responsibilities.
- Equality Act 2010 - ensuring children are not discriminated against because of disability or additional needs.
- Children and Families Act 2014 and the SEND Code of Practice - supporting children with special educational needs and disabilities.
- Health and Safety at Work etc. Act 1974 and relevant infection prevention and control guidance.

1 RATIONALE

- 1.1 This guidance refers to all children, of any age, who may require support for intimate care from an adult on a daily basis and those who may require it occasionally or exceptionally.
- 1.2 Intimate care is any care which involves washing, touching or carrying out an invasive procedure (such as cleaning up a pupil after they have soiled themselves) to intimate personal areas.
- 1.3 The issue of intimate care is a sensitive one and will require staff to be respectful of the child's needs.
- 1.4 The child's dignity should always be preserved with a high level of privacy, choice and control.
- 1.4 As with all developmental milestones, there is a wide variation in the time at which children and young people develop and intimate care may need to be provided at any stage.

2 OBJECTIVES

- 2.1 Children are treated with dignity, respect and sensitivity whenever intimate care is provided.
- 2.2 Ensure that intimate care is delivered sensitively, respectfully and safely, ensuring that children's dignity is maintained and that care does not cause unnecessary worry, distress, embarrassment, humiliation, discomfort or pain.
- 2.3 Each child's needs will be considered individually and reviewed regularly with parents/carers and relevant professionals where appropriate.
- 2.4 To ensure that the provision of intimate personal care meets fully the requirements of the school's child protection and safeguarding policy, supporting children's well-being and independence.
- 2.5 Children requiring continence support or additional intimate care are supported in line with their rights under SEND legislation and equality duties, as far as reasonably practicable.
- 2.6 Parents/carers are appropriately involved and where urgent or emergency care is given, parents/carers will be contacted at the earliest opportunity.

3 PROCEDURES

Safeguarding

Staff must remain alert to safeguarding concerns during intimate care. Any concern, including a change in a child's presentation, behaviour, comments or any allegation, must be reported immediately to the Designated Safeguarding Lead (DSL) or a member of the safeguarding team in accordance with the school's safeguarding procedures.

Professional Practice

Bailey's Court Primary School is committed to ensuring that intimate care is carried out professionally, respectfully and safely. Staff must maintain appropriate professional boundaries at all times.

Parental Consent and Partnership

Parents/carers will be consulted and involved in planning regular intimate care arrangements. A written intimate care plan will be completed where a child requires ongoing support. Emergency or unexpected care will be provided when necessary to safeguard the child's dignity and wellbeing, and parents/carers will be informed as soon as reasonably possible.

Promoting Independence

Children will be encouraged to develop independence and confidence. Staff will support children to complete as much of their own personal care as they are able to manage safely.

Individual Care Plans

Individual Intimate Care Plans will be created for children requiring regular support. Plans will include the child's needs, preferred approaches, level of assistance required, communication strategies, safeguarding considerations and arrangements for reviewing provision.

Privacy and Staffing

Children's privacy and dignity must always be respected. The number of adults involved should be limited to those necessary. Where possible, care should be provided by a familiar member of staff. Any care involving more intimate procedures should follow agreed safeguarding arrangements. If a child needs to be washed or showered, two adults must be present.

Changing and Hygiene Procedures

Staff must wear disposable gloves when dealing with bodily fluids. Hands must be washed thoroughly before and after care. Waste must be disposed of safely in designated facilities.

Accidents and Emergency Care

In the event of a toileting accident where an intimate care plan is not already in place, staff will provide appropriate support to maintain the child's dignity and wellbeing. Parents/carers will be informed on the same day. Where a child requires significant washing or showering, parents/carers will be contacted as soon as possible.

Recording

Staff must complete an Intimate Care Record following each episode of care where this is required by the child's individual arrangements. Records should be factual, respectful and stored securely in line with data protection requirements.

Changing Arrangements

Where developmentally appropriate, children should be supported to change while standing. Younger children, children in the Early Years Foundation Stage or children with mobility needs may be changed using a suitable changing unit or mat, ensuring dignity, safety and comfort at all times.

4. ROLES AND RESPONSIBILITIES

- 4.1 All staff involved in intimate care must follow this policy and undertake their responsibilities professionally.
- 4.2 The DSL and senior leaders are responsible for ensuring safeguarding procedures are followed.
- 4.3 The school will ensure staff receive appropriate guidance and training where intimate care needs arise.
- 4.4 Parents/carers should share relevant information to support effective care arrangements.

BAILEY'S COURT PRIMARY SCHOOL

APPENDIX 1: RECORD OF INTIMATE CARE

[illegible]

BAILEY'S COURT PRIMARY SCHOOL

APPENDIX 2: PARENTAL PERMISSION FORM

Agreement for Intimate Care Support

At Bailey's Court Primary School, we recognise that children may occasionally require support with intimate care, including assistance with toileting, changing clothing, cleaning following an accident, or supporting personal hygiene needs.

We are committed to ensuring that any intimate care provided is carried out in a respectful, sensitive and professional manner, maintaining your child's dignity, privacy and wellbeing at all times.

Should it be necessary, I give permission for members of staff at Bailey's Court Primary School to provide appropriate intimate care support for my child.

I understand that:

- intimate care will only be provided when necessary and in the best interests of my child;
- staff will encourage my child to develop independence and complete as much of their own care as they are able to manage safely;
- my child's privacy and dignity will be respected at all times;
- I will be informed as soon as reasonably possible if my child requires intimate care due to an accident or unexpected need;
- If my child requires regular intimate care support, the school will work with me to develop an individual intimate care plan.

Child's name: _____

Class: _____

Parent/carer name: _____

Relationship to child: _____

Signature: _____

Date: _____