



St Anne's RC Primary

'We Grow Together in God's Love'



Intimate Care Policy

Mission Statement

We grow together as a Catholic Faith Community, as we follow and promote Gospel values in all we do. We grow together in wisdom, as we encourage each child to achieve their full potential, academically, spiritually, and socially, and in a spirit of confidence. We grow together in respect, friendship, and responsibility, as we reach out to those in our wider community.

We Grow Together in God's Love.

Rationale

We seek to encourage each child to develop his or her individual abilities: spiritual, academic, and social, as fully as possible and in a spirit of confidence.

Introduction

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, and visitors to share this commitment. Intimate care encompasses any care involving washing, touching, or performing invasive procedures (e.g., cleaning a child after soiling). Such care is often hygiene-related and part of a staff member's duty of care. Only suitably trained individuals should undertake specific procedures. Intimate care is sensitive and requires respect for the child's needs, ensuring dignity, privacy, choice, and control. Staff must be aware of child protection issues, maintain transparency, and work collaboratively with parents/carers to ensure continuity of care.

Aims of this Policy

This policy outlines procedures for managing toileting and personal/intimate care tasks with professionalism, dignity, and respect for the child, while adhering to the highest health and safety standards. The aim is to safeguard children, parents, staff, and the school by providing a consistent approach that acknowledges the rights and responsibilities of all involved.

Approach to Best Practice

St Anne's RC Primary School is dedicated to ensuring that all staff responsible for intimate care perform their duties professionally. Children with intimate care needs will be supported to achieve maximum autonomy appropriate to their age and abilities. Staff will encourage children to undertake self-care tasks, such as washing and dressing themselves. Individual intimate care plans will be developed for specific children (see Appendix 1) to address their unique circumstances.

- Each child's right to privacy will be respected.
- Consideration will be given to the number of staff present during intimate care, aiming for one adult per child unless otherwise justified and documented.
- Intimate care arrangements will be discussed regularly with parents and documented in the child's care plan, considering the needs and wishes of both children and parents.

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The Protection of Children

St Anne's RC Primary School will adhere to safeguarding procedures. All children will receive personal safety education tailored to their developmental level. Staff must report any concerns regarding a child's physical changes (e.g., bruises) immediately according to school procedures. If a child expresses discomfort with a staff member, the issue will be investigated, parents consulted, and adjustments made as necessary. Allegations against staff will follow established procedures (refer to the Safeguarding Policy for details).

All adults involved in intimate care will be employees of the school with enhanced DBS checks. Volunteers, students on placement, or parents will not perform toileting or intimate care tasks.

Children Wearing Nappies

Children in nappies will have an intimate care plan signed by parents/carers, detailing responsibilities for changing, and the location and timing of such changes. This agreement ensures clarity and collaboration between parents and the school. If appropriate, staggered starts may be introduced in Nursery/Reception to facilitate supportive toilet training.

Health & Safety Guidance

- Staff must wear aprons and disposable gloves when changing a child or dealing with soiled items.
- Soiled waste should be placed in a sealed polythene bag and disposed of in a designated bin, collected weekly.
- Any medical ointments/creams must be prescribed, completed paperwork, clearly labelled, not shared, and stored securely as per supporting children with medical needs policy.

Special Needs

Children with special needs have the same rights to privacy and safety during intimate care. Care plans must consider any additional vulnerabilities and actively seek the views and emotional responses of the child.

Physical Contact

Staff must exercise caution with physical contact, ensuring it is appropriate, necessary, and justifiable. All physical contact should be:

- For the least amount of time necessary.
- Appropriate to the child's age and development.
- In response to the child's immediate needs.

Any deviations from agreed arrangements must be documented and reported. Staff should consult colleagues when anticipating changes to established protocols.

Review

This policy will be reviewed in **Autumn 2027**

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References

- Keeping Children Safe in Education (KCSIE) 2024
- Catholic Schools Inspectorate Inspection Handbook 2023

This updated policy ensures that St Anne's RC Primary School aligns with the latest safeguarding practises and maintains a commitment to the welfare of all children in its care.

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Appendix 1: Intimate Care and Toileting Parental Consent Form

Name of Child:	
Date of Birth:	
Class / Teacher Name:	
Care required and how often during the day	
Member(s) of staff who will carry out the tasks – all staff need to be fully aware of toileting/intimate care plan and school priorities	
Name:	
Signature:	
Where will the tasks be carried out and what equipment/resources will be required to safely carry out the procedures:	
Infection Control and Disposal Procedures in place:	
Actions that will be taken if any concerns arise:	
Parent's responsibility to provide:	

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Any School/Home agreement of care/management plan or communication via school-home diary (if required):	
Other Professionals in involved in care/advisory role: (School Nurse, Health Visitor, etc)	
Additional Information:	
I/We have read the Intimate Care/Toileting Policy provided by [REDACTED] Primary School. I/We give permission for the named member(s) of staff to attend to the care needs of my/our child and are in agreement with the procedures proposed	
Name of Parent/Carer:	
Signature:	
Head Teacher:	
Signature:	
Date:	

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