



Intimate Care Policy

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Approved by: Full Governing Body on 9 Oct 2025
Review Date: September 2027

Introduction

Queen's Hill Primary School is committed to ensuring that all staff responsible for intimate care of children and young people will undertake their duties in a professional manner at all times.

This school takes seriously its responsibility to safeguard and promote the welfare of the children and young people in its care.

The Governing Body recognises its duties and responsibilities in relation to the Equality Act 2010 which requires that any child with an impairment that affects his/her ability to carry out normal day-to-day activities must not be discriminated against.

We recognise that there is a need for children and young people to be treated with respect when intimate care is given.

No child shall be attended to in a way that causes distress, embarrassment or pain.

Staff will work in close partnership with parents and carers to share information and provide continuity of care.

Definition

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are unable to do. Pupils with disabilities may be unable to meet their own care needs for a variety of reasons and will require regular support.

Our approach to best practice

The management of all children with intimate care needs will be carefully planned.

Staff who provide intimate care are trained to do so (including Child Protection, and Moving and Handling where appropriate) and fully aware of best practice.

Where specialist equipment and facilities are required, every effort will be made to provide appropriate facilities in a timely fashion, following assessment by a Physiotherapist and/or Occupational Therapist.

There is careful communication with any pupil who requires intimate care in line with their preferred means of communication to discuss needs and preferences.

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.

Pupils will be supported to achieve the highest level of independence possible, according to their individual condition and abilities

Careful consideration will be given to individual situations to determine how many adults should be present during intimate care procedures. Where possible one pupil will be cared for by one adult unless there is a sound reason for having more adults present. In such a case, the reasons will be documented.

Intimate care arrangements will be discussed with parents/carers on a regular basis, permission forms will be signed by parents/carers to acknowledge their understanding of the intimate care policy.

The needs and wishes of children and parents will be taken into account wherever possible, within the constraints of staffing and equal opportunities legislation.

Where a permission form has not been completed and a child has needed help with intimate care (in the case of a toilet 'accident') then parents/carers will be informed the same day. This information should be treated as confidential and communicated appropriately.

Child Protection

The staff of Queen's Hill Primary School recognise that children with disabilities are particularly vulnerable to all forms of abuse.

Child Protection and Multi-Agency Child Protection procedures will be adhered to at all times.

If a member of staff has any concerns about physical changes in a child's presentation (unexplained marks, bruises or soreness for example), s/he will immediately report concerns to a DSL or record concerns on CPOMS.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated at an appropriate level and outcomes recorded.

Parents/carers will be contacted at the earliest opportunity as part of the process of reaching a resolution. Further advice will be taken from partner agencies.

If a child makes an allegation about a member of staff this will be investigated in accordance with agreed procedures.

Intimate Care – Permission Form

Pupil's Personal Details

Full Name: _____

Date of Birth: _____

Consent

I/we give permission for the school to provide intimate care to my/our child when necessary.

I/we will inform the school of any changes that may affect my/our child's personal care needs (for example, changes in medication or if my/our child has an infection).

I/we understand the procedures that will be carried out and will contact the school immediately if I/we have any concerns.

Parent/Carer Details

Signature: _____

Name (please print): _____

Relationship to Child: _____

Date: _____