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## Intimate Care Policy

At Windy Nook Primary School and Nursery, we are committed to ensuring that all children are treated with dignity, respect, and sensitivity. Intimate care is a fundamental aspect of supporting children’s personal development and well-being, particularly in the early years and for those with additional needs.

Intimate care refers to any personal care activity that involves washing, touching, or carrying out a procedure to support a child who is unable to do so independently. This includes, but is not limited to:

Toileting and continence care

Nappy changing

Personal hygiene (e.g. washing, wiping)

Dressing and undressing

Menstrual care

Feeding and oral care

First aid involving intimate areas

### Aims

* To safeguard the dignity, rights, and well-being of every child.
* To ensure staff are trained, supported, and confident in providing intimate care.
* To work in partnership with parents/carers to meet individual needs.
* To ensure procedures are consistent, respectful, and in line with safeguarding policies.

### Principles

Every child has the right to:

* Be safe and protected from harm
* Privacy, dignity, and respect
* Be treated as an individual
* Be involved in decisions about their care
* Receive care that is appropriate, consistent, and sensitive

### Roles and Responsibilities

* Parents/Carers must inform the school of any intimate care needs and provide consent for staff to assist their child.
* Staff must follow this policy, maintain professional boundaries, and report any concerns to the Designated Safeguarding Lead (DSL).
* The School will ensure all staff involved in intimate care are DBS-checked, trained, and familiar with safeguarding procedures.

### Procedures

**Nursery and Early Years:**

* Parents provide nappies, wipes, and spare clothing.
* Nappy changes are recorded and carried out in a designated area with appropriate hygiene measures.
* Staff wear gloves and dispose of waste in a sanitary bin.
* Children are encouraged to be as independent as possible.

**Reception to Year 6:**

* Children are supported to clean and change themselves where possible.
* Staff may assist if necessary, with parental consent.
* Soiled clothing is bagged and sent home; clean clothing is provided if available.
* Parents are informed of any incidents.

**Medical or Additional Needs:**

* A Personal Care Plan is developed in consultation with parents and relevant professionals.
* Plans are reviewed regularly and updated as needed.

### Safeguarding and Good Practice

* Where possible, staff never work alone when providing intimate care
* Children’s views and preferences are respected.
* Any concerns (e.g. marks, distress) are reported immediately to the DSL.
* Records of intimate care are kept securely and shared with parents as appropriate.
* While staff of any gender may provide care, sensitivity is exercised.
* Privacy is maintained using screens or closed doors.
* If a child is uncomfortable, care is paused and reviewed.
* Staff use age-appropriate language and visual aids where needed.
* Children are reassured and involved in their care process.

### External Guidance

This policy is informed by:

- Statutory Guidance for Schools (DfE): https://www.gov.uk/government/collections/statutory-guidance-schools

- Supporting Pupils with Medical Conditions: https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3

- ERIC: Children's Bowel and Bladder Charity: <https://www.eric.org.uk/guides-to-childrens-bowel-and-bladder-problems>

**Appendix A**

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## Intimate Care Agreement

At Windy Nook Primary School and Nursery, intimate care refers to any personal care activity that involves washing, touching, or carrying out a procedure that a child is unable to do independently due to their stage of development or specific needs.

This may include assistance with dressing, toileting, or providing comfort. In most school situations, intimate care typically involves personal hygiene or nappy changing.

All staff providing intimate care are trained and follow best practices in safeguarding and child protection to ensure the safety and dignity of every child. To support your child effectively, we ask parents/carers to complete the agreement below.

**Child’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please tick one of the following options:

☐ I give permission for staff at Windy Nook Primary School to provide appropriate intimate care for my child.

☐ I do not give permission for staff at Windy Nook Primary School to provide intimate care. I understand that I will be contacted to attend school if my child requires changing or support.

**Additional Information (if any):**

**Parent/Carer Signature:**

***Date:***