



Updated November 2018

In governor minutes Autumn 2018

REVIEWED ANNUALLY

NON STATUTORY POLICY

Available on website in pdf form

This policy is maintained and updated  
by Headteacher.

# Intimate Care Policy

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## **1. THE LEGAL FRAMEWORK**

Intimate care is physical care that involves washing, touching or carrying out an invasive procedure to intimate personal areas. In most cases at The Mill, intimate care is only required occasionally or in specific circumstances. This policy serves as guidance for those occasions.

Times when intimate care *may* be required:

- When a child accidentally soils or wets themselves, it will be necessary for them to be clean and to change into clean clothes
- When a child starts EYFS and is not yet toilet trained
- If a child has complex needs or cannot for other reasons care for their own intimate needs, then the school may have to provide support in this area to ensure their inclusion in school

Intimate care is rarely required for the majority of children at The Mill. It is only required when a child soils or wets themselves, or in less common instances, when a child is unable to tend to their own toileting needs.

The expectation is that most children who attend school, will be toilet trained, out of nappies and able to manage their own intimate care.

EYFS teachers advise parents before the summer holidays to prepare children for school by ensuring that they are toilet trained.

When intimate care is required, staff will aim to encourage and assist children towards providing their own intimate care whenever possible.

In some cases, a child with more complex needs may not be able to manage their own needs independently and this is when intimate care may need to be provided by staff in school.

The following guidance is provided for times when self-care is supervised and supported, and when intimate care is required to be delivered directly by staff.

### **Aims of this policy:**

- To ensure the privacy and dignity of individuals is maintained at all times

## *THE MILL PRIMARY ACADEMY SEND POLICY*

- To ensure that intimate care provided in school complies with the parent's (and when appropriate the child's) wishes
- To ensure that any regular intimate care is only provided to pupils who have an Individual Support Plan or Health Care Plan
- To ensure that all staff providing intimate care are aware of the pupil's individual needs and routines as stated in their Individual Support Plan or Health Care Plan
- To provide the appropriate guidance, information and training for staff regarding the manual handling of students when intimate care is needed
- To ensure that all staff providing intimate care are protected in the knowledge that the parent and pupil's views have been sought, and recorded in the Individual Support Plan or Health Care Plan

### **Guidelines:**

- Regular delivery of intimate care must be carefully planned along with parents, and follows clearly documented instructions (Individual Support Plan or Health Care Plan)
- Any special requirements including specific gender requests or concerns relating to intimate care should be identified and documented in the pupil's Individual Support Plan or Health Care Plan
- Staff will notify a teacher when a child needs changing and when they have returned
- Pupil privacy and dignity must be maintained at all times
- Intimate care should be undertaken with tact, respect, dignity, sensitivity and in an unhurried manner
- Children should be encouraged whenever possible to care for their own hygiene needs
- The role of the member of staff is to be there for the pupil to provide guidance, resources (wipes, change of clothes), ensure good hygiene and dispose safely of any waste
- Staff will receive training regarding how and where such care should be given in school

### **Related guidance:**

Equality Act (2010)

The Mill Child Protection Policy (2016)

Supporting Pupils with medical needs DfEE (2004)

