



Stanley Crook Primary School

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OUR MISSION: TO TRY OUR BEST, TO TELL THE TRUTH, TO LOOK AFTER EACH OTHER AND THE COMMUNITY

"Pupils' personal development, behaviour and welfare is OUTSTANDING" (Ofsted, 2019)

Intimate Care Policy

Completed by: Mrs Norris

Date Implemented: September 2026

Review date: September 2027

Stanley Crook Primary School is committed to improving outcomes for all pupils



SCHOOL
MEMBER



Stanley Crook Primary School

Intimate Care Policy

Introduction

Intimate care is any care which involves washing, touching or carrying out an invasive procedure to intimate personal areas. In most cases, such care will involve cleaning a child for hygiene purposes following a toileting accident, changing nappies or pull-ups, supporting toileting needs, or changing clothing after becoming wet or soiled. Such care forms part of a member of staff's duty of care.

The issue of intimate care is a sensitive one and all care should be carried out in a manner that is respectful of the child's needs and dignity. The child's welfare, privacy, choice and independence should be promoted at all times.

Stanley Crook Primary School recognises its responsibilities under:

- The Early Years Foundation Stage (EYFS) Statutory Framework
- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- The Equality Act 2010
- The SEND Code of Practice

There will always be a high awareness of safeguarding and child protection issues. Staff behaviour must be open to scrutiny and staff must work in partnership with parents and carers to provide continuity of care wherever possible.

Aims and Objectives

Stanley Crook Primary School is committed to ensuring that all staff responsible for the intimate care of children undertake their duties in a professional, respectful and sensitive manner at all times.

We recognise that:

- All children have the right to be treated with dignity and respect.
- No child should be attended to in a way that causes distress, discomfort or pain.
- The welfare and dignity of the child are of paramount importance.
- Children should be supported to be as independent as possible according to their age, stage of development and individual needs.
- The views and wishes of children should be considered wherever possible.

Staff will encourage each child to do as much for themselves as possible. This may include encouraging children to undertake aspects of their own personal care whilst receiving appropriate support and supervision.

Individual Intimate Care Plans will be drawn up for particular children where appropriate to meet identified needs and circumstances.

The school will not discriminate against any child who requires intimate care support and will make reasonable adjustments to meet individual needs.

Intimate Care Arrangements

Each child's right to privacy will be respected.

Wherever possible:

- Care will be provided in a private area whilst maintaining appropriate safeguarding arrangements.
- Staff will explain what is happening and seek the child's agreement before providing intimate care.
- One suitably trained member of staff will normally support the child unless there is a clear reason for additional staff to be present.
- Children will be encouraged to participate in their own care as far as possible.
- Intimate care will be undertaken by familiar members of staff known to the child where practicable.

The needs and wishes of children and parents will be taken into account wherever possible within the constraints of staffing and available facilities.

Individual Intimate Care Plans

An Individual Intimate Care Plan will be completed for any child requiring regular intimate care support.

The plan will include:

- The child's specific needs.
- Personal care routines.
- Staff involved in supporting the child.
- Any medical information.
- Risk assessments where required.
- Parental consent arrangements.
- Procedures for educational visits and off-site activities.
- Review arrangements.

Where relevant, plans will be linked to:

- Education, Health and Care Plans (EHCPs).
- Individual Healthcare Plans.
- SEND support arrangements.

Parents and carers will be involved in drawing up and reviewing all intimate care plans.

Record Keeping

A written record will be maintained whenever intimate care is provided.

Records will include:

- Child's name.
- Date and time.
- Nature of care provided.
- Staff involved.
- Any unusual marks, bruising, soreness or concerns observed.
- Whether parents/carers were informed.

Records will be stored securely in accordance with the school's data protection and record retention procedures.

Child Protection and Safeguarding

All intimate care practices will be undertaken in accordance with:

- The school's Safeguarding and Child Protection Policy.
- Keeping Children Safe in Education (KCSIE).
- Local safeguarding partnership procedures.

Staff must remain vigilant and professionally curious at all times.

If a member of staff notices:

- Bruising,
- Marks,
- Skin irritation,
- Injuries,
- Signs of neglect,
- Unusual emotional responses,

they must follow the school's safeguarding procedures immediately and report concerns to the Designated Safeguarding Lead (DSL).

All children will be taught personal safety skills appropriate to their age and stage of development.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated, parents consulted and outcomes recorded. The child's needs and welfare will remain paramount.

If a child makes an allegation against a member of staff, the school's safeguarding procedures will be followed immediately.

Children Wearing Nappies or Pull-Ups

Any child wearing nappies or pull-ups will have an Individual Intimate Care Plan agreed and signed by parents or carers.

The plan will identify:

- Staff responsible for changing.
- Frequency of changing routines.
- Storage arrangements.
- Hygiene procedures.
- Communication arrangements with home.

This agreement ensures that the school and parents have a shared understanding of responsibilities and expectations from the outset.

Toileting Accidents

The school recognises that children may occasionally experience toileting accidents.

In such circumstances:

- Children will be reassured and treated respectfully.
- Privacy and dignity will be maintained.
- Parents will be informed where appropriate.
- Spare clothing will be provided if available.
- A record will be made where appropriate.

Children will never be made to feel embarrassed or punished because of an accident.

Health and Safety Guidance

Staff should:

- Wear appropriate protective equipment, including disposable gloves and aprons where necessary.
- Follow good hygiene procedures.
- Wash hands thoroughly before and after providing care.
- Clean and disinfect changing areas after use.
- Dispose of waste safely and appropriately.

All waste will be disposed of in accordance with the school's hygiene and waste disposal procedures.

Suitable cleaning materials and protective equipment will be available to staff at all times.

Special Educational Needs and Disabilities (SEND)

Children with SEND have the same rights to privacy, dignity, safety and independence as all other children.

Additional vulnerabilities relating to physical disabilities, medical conditions, communication needs or learning difficulties will be considered when drawing up Individual Intimate Care Plans.

The views, preferences and emotional responses of children with SEND will be actively sought and considered when planning and reviewing support arrangements.

Reasonable adjustments will be made to ensure children can access intimate care safely and appropriately.

Educational Visits and Off-Site Activities

Appropriate arrangements for intimate care will be planned before educational visits, residential visits and off-site activities.

Planning will consider:

- Staffing requirements.
- Privacy arrangements.
- Medical and personal care needs.
- Transport considerations.
- Emergency procedures.

Parents and carers will be consulted where additional arrangements are required.

Physical Contact

All staff engaged in the care and education of children and young people must exercise caution in the use of physical contact.

Staff must be aware that even well-intentioned contact may be misconstrued by a child or observer. Staff should always be prepared to justify actions and recognise that all physical contact is open to scrutiny.

The expectation is that when staff make physical contact with pupils it will be:

- For the least amount of time necessary.
- Appropriate to the child's age, stage of development and individual circumstances.
- In response to the child's needs at the time.
- Conducted in a way that preserves dignity and promotes safety.

Arrangements must be understood and agreed by all concerned, justified in terms of the child's needs, consistently applied and open to scrutiny.

Where possible, consultation with colleagues should take place if any deviation from agreed arrangements is anticipated. Any significant deviation from an agreed plan should be recorded and reported.

Extra caution may be needed where a child has previously experienced abuse or neglect. Some children may seek inappropriate physical contact. In such circumstances, staff should:

- Maintain professional boundaries.
 - Deter inappropriate behaviour sensitively.
 - Seek support from colleagues where required.
 - Record and report concerns appropriately.
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Staff Training

Staff undertaking intimate care responsibilities will receive appropriate guidance and training in:

- Safeguarding and child protection.
- Intimate care procedures.
- Health and safety requirements.
- Infection control arrangements.
- SEND and inclusion considerations.

Staff will have access to this policy and any relevant pupil care plans.

Monitoring and Review

The Headteacher and Governing Body will monitor the implementation of this policy to ensure that intimate care continues to be provided in a safe, respectful and inclusive manner.

The policy will be reviewed annually or sooner if there are changes to legislation, statutory guidance or local authority requirements.