



Policy: Intimate Care Policy

Date: January 2026

Executive Headteacher: Rebecca Elvins

Chair of LAB: Laura Clarke

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1. Aims

This policy aims to ensure that:

Intimate care is carried out properly by staff, in line with any agreed plans

The dignity, rights and wellbeing of children are safeguarded

Pupils who require intimate care are not discriminated against, in line with the Equality Act 2010

Parents/carers are assured that staff are knowledgeable about intimate care and that the needs of their children are considered.

Staff carrying out intimate care work do so within guidelines (i.e. health and safety, safeguarding protocols awareness) that protect themselves and the pupils involved

Intimate care refers to any care that involves toileting, changing, touching or carrying out an invasive procedure to children's intimate personal areas.

2. Legislation and statutory guidance

This policy complies with statutory safeguarding guidance.

3. Role of parents/carers

3.1 Seeking parental permission

For children who need routine or occasional intimate care (e.g. for toileting or toileting accidents), parents/carers will be asked to sign a consent form.

For children whose needs are more complex or who need particular support outside of what's covered in the permission form (if used), an intimate care plan will be created in discussion with parents/carers (see section 3.2 below).

Where there is not an intimate care plan or parental consent for routine care in place, parental permission will be sought before performing any intimate care procedure.

If the school is unable to get in touch with parents/carers and an intimate care procedure urgently needs to be carried out, the procedure will be carried out to ensure the child is comfortable, and the school will inform parents/carers afterwards.

3.2 Creating an intimate care plan

Where an intimate care plan is required, it will be agreed in discussion between the school, parents/carers, the child (when possible) and any relevant health professionals.

The school will work with parents/carers and take their preferences on board to make the process of intimate care as comfortable as possible, dealing with needs sensitively and appropriately.

Subject to their age and understanding, the preferences of the child will also be considered. If there is doubt whether the child can make an informed choice, their parents/carers will be consulted.

3.3 Sharing information

The school will share information with parents/carers as needed to ensure a consistent approach. It will expect parents/carers to also share relevant information regarding any intimate matters as needed.

4. Role of staff

All staff at the school who carry out intimate care will have been subject to an enhanced Disclosure and Barring Service (DBS) with a barred list check before appointment, as well as other checks on their employment history.

Staff will receive regular safeguarding training

They will be familiar with:

The control measures set out in risk assessments carried out by the school

Hygiene and health and safety procedures

They will also be encouraged to seek further advice as needed.

5. Intimate care procedures

5.1 How procedures will happen

When carrying out procedures, the school will provide staff with:

Include a list of the equipment your school provides to staff, such as protective gloves, cleaning supplies, changing mats and bins.

For pupils needing routine intimate care, the school expects parents/carers to provide, when necessary, a good stock (at least a week's worth in advance) of necessary resources, such as nappies, underwear and/or a spare set of clothing.

Any soiled clothing will be contained securely and discreetly returned to parents/carers at the end of the day.

5.2 Concerns about safeguarding

If a member of staff carrying out intimate care has concerns about physical changes in a child's appearance (e.g. marks, bruises, soreness), they will report this using the school's safeguarding procedures.

If a child is hurt accidentally or there is an issue when carrying out the procedure, the staff member will report the incident immediately to Head of School/Executive Head.

If a child makes an allegation against a member of staff, the responsibility for intimate care of that child will be given to another member of staff as quickly as possible and the allegation will be investigated according to the school's safeguarding procedures.

6. Monitoring and Review

This policy will be reviewed every year

Appendix 1:



Parent – Provider Form

PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE

Name of child	
Date of birth	
Name of parent/carer	

I give permission for the school to provide appropriate intimate care to my child (e.g. changing soiled clothing and assisting with toileting)

I will advise the school of anything that may affect my child's personal care (e.g. if medication changes or if my child has an infection)

Parent/carer signature:

Relationship to child:

Date

Notes:

APPENDIX 2

Changing Log

Name	Date	Time	Changing Nappy Wet / Soiled	Cream Applied	Accident Wet / Soiled	Independent Changing	Wet Play	General Comments	Initialled	Signed

Reviewed By EYFS Lead: _____

Date: _____