



St. Ethelbert's RCP School

Intimate Care Policy

Love, Care, Share...

Love learning as friends;

Care for our community as neighbours;

Share our faith in Jesus as disciples.

Introduction:

Staff who work with young children or children who have special needs will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs.

Intimate care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include: care associated with continence and menstrual management as well as more ordinary tasks such as help with washing or bathing.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children will have a high awareness of safeguarding issues. Staff behaviour is open to scrutiny and staff at St. Ethelbert's work in partnership with parents/carers to provide the best possible care.

Personal safety is an integral part of the school's PSHE curriculum, and is delivered to all pupils at an appropriate developmental level. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.

St. Ethelbert's School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. St. Ethelbert's School recognises that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

Practice:

All children who require intimate care are treated respectfully at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care will have been subject to an Enhanced DBS check and will have received Safeguarding training. Staff will be supported to adapt their practice in relation to the needs of individual children. Wherever possible, staff who are involved in the intimate care of children will not usually be involved with the delivery of sex and relationship education to their children as an additional safeguard to both staff and children involved.

As a basic principle, children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for themselves as they can. This may mean, for example, giving the child responsibility for washing themselves. Where a child with complex Special Needs is admitted to the school, an intimate care plan will be drawn up as appropriate to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer and health.

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child needs help with intimate care.

In the case of children who are not yet toilet trained and need regular care, wherever possible, the same child will not be cared for by the same adult on a regular basis; there will be a planned rota of carers known to the child who will take turns in providing care. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, while at the same time guarding against the care being carried out by a succession of completely different carers.

Parents/carers will be involved with their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangements will be recorded on the child's care plan. The needs and wishes of children and parents will be carefully considered alongside any possible constraints; e.g. staffing and equal opportunities legislation. In the event of a one-off incident, parents will be contacted and permission sought.

Child Protection:

Our policy and procedures will pay due regard to the guidance given in '*Keeping Children Safe in Education*' (2025); '*Working Together to Safeguard Children*' (2023) and the '*Framework for Action*' (Bolton Safeguarding Children Board) and to the Trust's own Safeguarding and Child Protection Policy.

Where appropriate, all children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the designated person for child protection. These will be dealt with as per the school's / LA's Child Protection Framework.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed (See Safeguarding & Child Protection Policy)

Reviewed September 2025



Individual Toilet Protocol

Name: _____

- TA / SNA to accompany _____ to the toilet just before after morning break.
- TA / SNA to accompany _____ to the toilet just before after lunchtime.
- _____ to be cleaned and changed by the TA/ SNA using the following equipment provided in an appropriate bag from home: Pull-Ups, Wet Wipes, Towel, Flannel / Soap, plastic bags for disposal of Pull- Ups
- Parent/ carer to check equipment each evening and replace as appropriate
- If soiled at other times, TA / SNA to accompany _____ to toilet
- It will be necessary at times for TA / SNA to see intimate body parts.
- Supervising adults will wear plastic gloves and apron provided by the school.
- TA/SNA to log the amount of time spent changing _____ on a daily basis.
- Changing to take place in an appropriate place, ensuring privacy.
- Soiled Pull-Ups to be disposed of in adult toilet bin.
- Changing procedures to be reviewed as necessary with the SENCO, class teacher, TA, SNA, Headteacher, parents.

Signed _____ Parent/ Carer

Date: _____