

Intimate Care Policy

socially mistakes morally potential
confidently
Grow Learn spiritually
Love St Jesus academically world
ourselves faith
others Joseph's

DATE APPROVED:	Lent 2026 (March)
DATE REVIEW:	Lent 2026
NEXT REVIEW:	Advent 2027

Mission Statement:

At ST JOSEPH'S WE LOVE, LEARN AND GROW TOGETHER!

LOVE	LEARN	GROW
Love of our faith	Learn about our faith and Jesus	Spiritually
Love of Learning	Achieve our potential	Academically
Love life/the world	Learn from our mistakes	Morally
Love ourselves	Learn who we are / who I am	Confidently
Love others	Learn from others	Socially

Introduction

At St Joseph's Catholic Primary School, all children have the right to be safe, treated with dignity and respect, and supported in a way that promotes their privacy and well-being. Intimate care should enable every child to access all aspects of school life confidently and comfortably.

This policy sets out clear principles and procedures for supporting children with intimate care needs, with a specific focus on toileting. It should be read alongside the:

- Safeguarding and Child Protection Policy
- Health and Safety Policy
- Administering Medicines Policy

This policy aligns with the Early Years Foundation Stage (EYFS) 2025 safeguarding and welfare requirements and recognises the need for proactive, consistent toilet training in partnership with parents.

We are committed to ensuring all children, including those with SEND, receive appropriate support. In accordance with the Equality Act 2010, no child will be discriminated against because of continence needs.

Definition of Intimate Care

Intimate care refers to any support involving direct or indirect contact with a child's personal or private areas. This includes:

- Dressing or undressing
- Washing or cleaning intimate areas
- Supporting a child to use the toilet

- Changing nappies or soiled clothing
- Carrying out agreed medical or care procedures

Partnership with Parents and Carers

Staff work collaboratively with parents/carers to meet the needs of each child. Where regular or ongoing intimate care is required, a Care Plan will be developed. This plan will outline:

- the specific care tasks required
- how many staff members are needed (with reasons if more than one is required)
- any additional equipment needed
- the child's preferred methods of communication
- agreed terminology for body parts and bodily functions
- the child's level of independence and tasks they can carry out themselves
- any cultural or religious considerations
- arrangements for ongoing review in line with the child's development

Parents/carers are asked to supply, where appropriate:

- spare nappies
- wipes, nappy sacks etc.
- spare clothes
- spare underwear

Best Practice in Providing Intimate Care

To ensure high-quality and appropriate care:

- Staff explain clearly each task before and during the care activity.
- Children are encouraged to do as much for themselves as possible.
- Praise and encouragement are used to build confidence and independence.
- All staff involved in intimate care hold a valid DBS check.
- Identified staff support children with known, ongoing intimate care needs and record care as appropriate.

Safeguarding

Safeguarding is central to all intimate care practice. Staff:

- receive training in recognising signs of abuse and follow Keeping Children Safe in Education (KCSIE) and the school's Safeguarding Policy
- report any concerns—physical, emotional or behavioural—to the Designated Safeguarding Lead (DSL) immediately and document them on CPOMS

Concerns may include:

- unexplained marks or bruises

- unusual soreness or distress
- worrying comments or behaviours

If a child becomes uncomfortable being cared for by a particular member of staff, the Teacher/TA/Key Carer will:

1. record the issue on CPOMS
2. speak with parents
3. update or adjust the toileting plan as needed

Any allegation made by a child against a member of staff will be managed according to the Safeguarding Policy and statutory guidance.

Health and Safety

Staff follow strict hygiene and infection-control procedures, including wearing appropriate Personal Protective Equipment (PPE):

- gloves
- apron
- face mask (if risk-assessed as necessary)

Additional procedures include:

- bagging and disposing of used nappies in designated bins
- returning soiled clothing to parents in a sealed bag
- disposing of heavily soiled underwear where appropriate

This policy ensures staff understand their responsibilities and work safely within agreed procedures at all times.

Review of Policy

This policy is reviewed annually during the Advent Term alongside the Safeguarding Policy, or sooner if statutory guidance changes.

See Appendix: *Care Plan Format*



Intimate/Personal Care Plan

Child's Name:	Date:
Nominated Staff:	
Main areas of need:	
Detailed Plan: (refer to any toileting plans, dressing or undressing and medical needs)	
<p>This plan was written by _____ on _____ This plan was agreed with parents/carers on _____</p> <p>The child's views (if appropriate) were sought for this plan on _____</p> <p>(if not, please state why not):</p>	
<p>Signed (staff members)</p> <p>Signed _____ Date _____ Signed _____ Date _____</p> <p>Signed _____ Date _____ Signed _____ Date _____</p> <p>Signed _____ Date _____ Signed _____ Date _____</p> <p>Signed _____ Date _____ Signed _____ Date _____</p> <p>Signed (Headteacher) _____ Date _____</p> <p>Signed (Parent/carer) _____ Date _____</p>	

