

Hose Church of England Primary School



Intimate Care Policy

"Whatever you do, work at it with all your heart" Colossians 3.23.

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Chair of Governors: Emily Greasley

Policy written by: Headteacher

Review: September 2028

Rationale

Hose Church of England Primary School is committed to meeting the personal care needs of all pupils in a safe, respectful, and inclusive manner. This policy provides guidance for supporting children with toileting, continence, and other situations requiring intimate care, including accidents, illness, water play, messy play, or weather-related changes.

We recognise that children develop at different rates. Delayed continence or self-care skills are not a barrier to full participation in school life. We work in partnership with parents and carers to support children's development sensitively and without judgement.

Principles

Every child has the right to be treated with dignity, respect, and sensitivity. Intimate care should be a positive, reassuring experience for the child. Children should be encouraged to develop independence and self-care skills at a pace appropriate to their age and needs. Staff must be aware that intimate care carries potential risks for both children and adults; safe working practices must always be followed. Parents and carers are partners in supporting children's continence and self-care development. No child will be left in soiled or wet clothing, as this compromises dignity and wellbeing.

Working in Partnership with Parents and Carers

Parents are informed of this policy when their child joins the school. A positive dialogue is maintained between home and school regarding toileting routines, strategies, and any concerns. Where a child requires regular intimate care, an Individual Intimate Care Plan or Health Care Plan will be agreed with parents and reviewed regularly. Parents are encouraged to share relevant medical information, developmental concerns, or cultural considerations.

Expectations and Developmental Considerations

In the Early Years, children are supported to:

- Recognise when they need to use the toilet
- Use the toilet as independently as possible
- Clean themselves to the best of their ability
- Wash their hands thoroughly
- Access toilets freely throughout the day

We recognise that:

- Some children will still be developing continence when they start school
- Some may have had limited opportunities to practise self-care skills
- Some may regress temporarily due to settling-in, anxiety, illness, or family changes
- Some may have medical or developmental conditions affecting continence

Where concerns arise, staff will communicate sensitively with parents and, where appropriate, seek advice from health professionals such as the School Nurse or Health Visitor.

Sensitivity, Dignity and Respect

During intimate care:

- Children are addressed by name and spoken to calmly and reassuringly
- The process is explained in age-appropriate language
- Privacy is provided while ensuring safe supervision
- Children are encouraged to do as much as they can independently
- High-quality spare clothing and wipes are available
- Staff remain attentive to the child's emotional comfort and reactions
- Where a child is distressed or refuses care, parents may be contacted to assist

Confidentiality is maintained, and information is shared only with staff who need to know.

Safeguarding Children and Adults

All intimate care must be carried out in line with Keeping Children Safe in Education and the school's safeguarding policies.

Only school employees with an enhanced DBS check may provide intimate care. Staff must follow agreed procedures and safe working practices.

Intimate care is usually carried out by one member of staff, with:

- another adult aware that care is taking place
- the door not fully closed, but privacy maintained
- Staff must never lock the door or isolate themselves with a child.
- If a child is changing independently, a staff member should remain nearby and available.
- Any marks, injuries, or concerning comments made by the child must be reported immediately to the Designated Safeguarding Lead.
- Children must never be left in soiled or wet clothing.

Recording and Reporting

All concerns involving intimate care incidents must be recorded following the schools safeguarding procedures which are to discuss concern with DSL or DDSL and record on CPOMS.

Parents are informed the same day, in confidence.

Patterns of frequent accidents may prompt a review with parents and, if appropriate, health professionals.

Health and Safety and Infection Control

Staff must:

- Wear disposable gloves and aprons
- Use wipes and encourage the child to clean themselves where possible
- Double-bag soiled clothing for return to parents
- Wash hands thoroughly after the task
- Ensure the area is cleaned appropriately

Face masks are available if required.

Roles and Responsibilities

Parents/Carers

Parents agree to:

- Toilet their child before school where appropriate
- Provide spare clothing, wipes, and any necessary creams (labelled)
- Inform school of any rashes, marks, or medical issues
- Work collaboratively with staff on toileting routines
- Participate in reviews of care arrangements

School

The school agrees to:

- Provide timely and sensitive intimate care
- Maintain accurate records
- Monitor patterns of care and progress
- Inform parents of any concerns, rashes, or injuries noticed
- Review arrangements regularly
- Ensure staff are trained and supported

Supporting Children with SEND

For children with SEND:

- Needs and provision will be outlined in their EHCP, Individual Provision Maps, Intimate Care Plans or SEN Support documentation
- Programmes to develop independence and self-help skills will be implemented where appropriate
- Additional funding may be used to support intimate care needs
- Multi-agency working will be used where beneficial

Individual Intimate Care Plans

Where regular intimate care is required, a written plan will specify:

- Who will provide care
- Where care will take place
- Resources to be used (including creams, wipes, or medical items)
- Infection control measures
- Disposal of waste
- How distress or concerns will be managed
- How records will be kept and shared with parents

Plans are reviewed at least annually or sooner if needs change.

Support for Families

Help and advice on toilet training and bed wetting can be accessed here:

<https://eric.org.uk/>

The school nursing service also provides support or advice for parents / carers and details of their service and the types of support that can be accessed can be found here:

<https://www.leicspart.nhs.uk/service/healthytogether/>

Review

This policy will be reviewed in September 2028 or earlier if statutory guidance changes.