

St Michael & St John's Catholic Primary School



Intimate Care Policy

Following the example of Jesus, together we learn, love and respect one another to be the best we can be.

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Date policy agreed: September 2026

Date to be reviewed: September 2027 or earlier if required

Contents

- 1. Introduction**
- 2. Aims**
- 3. Principles**
- 4. School Responsibilities**
- 5. Governor Responsibilities**
- 6. Parent/Carer Responsibilities**
- 7. Learner Responsibilities**
- 8. Related Policies**
- 9. Review**

1. Introduction

At St Michael & St John's, we believe that every child is a precious and unique gift from God. Our approach to intimate care reflects our mission to learn, love and respect one another, ensuring that all children are supported with dignity, compassion and sensitivity.

Some children may require support with toileting or other aspects of intimate care due to age, developmental stage, disability, medical needs or temporary difficulties. This policy provides clear guidance for staff, families and learners so that intimate care is delivered safely, respectfully and in partnership with parents/carers.

We are committed to:

- Protecting children from harm
- Promoting independence wherever possible
- Ensuring privacy, dignity and respect
- Providing consistent, safe and appropriate care
- Working collaboratively with families and professionals

2. Aims

This policy aims to:

- Provide a clear framework for safe, respectful and inclusive intimate care
- Ensure that children's dignity, wellbeing and rights are upheld
- Clarify the roles and responsibilities of staff, parents/carers and governors
- Ensure compliance with safeguarding legislation and best practice
- Promote independence and positive self-esteem in all children

3. Principles

In line with our Catholic ethos and mission, we will ensure that children are:

- **Treated as individuals**, with their unique needs recognised and respected
- **Safe, comfortable and emotionally supported** during any intimate care
- **Consulted and involved** in decisions about their care, using their preferred communication methods
- **Encouraged to be independent** with self-care wherever possible
- **Provided with consistency**, predictability and reassurance
- **Supported in a way that reflects their faith, culture, gender identity and personal needs**

For each child:

"Their right to safety, dignity and privacy is respected."

4. School Responsibilities

4.1 Safe and Hygienic Facilities

We will ensure access to clean, well-stocked, private and safe toilet facilities for all children. Children will be encouraged to take pride in keeping these spaces respectful and hygienic.

4.2 Individual Care Plans

Where a child requires ongoing intimate care or toileting support:

- An **individual care plan** will be created with the child (where appropriate), parents/carers and relevant professionals.

- Plans will be reviewed **at least annually**, or sooner if needs change.
- The plan will outline routines, equipment, staffing, communication preferences and safeguarding considerations.

4.3 Staffing and Safeguarding

- Only **school employees** with enhanced DBS checks will undertake intimate care.
- Staff providing intimate care will be **known to the children and named to the parents**.
- Sufficient staff will be trained to ensure continuity of care.
- In exceptional circumstances where named staff are unavailable, parents/carers will be contacted for consent before another staff member supports the child.
- Any emergency care outside the agreed plan will be recorded and reported to parents/carers and senior staff.

4.4 Record Keeping

A written record will be kept of all intimate care provided, including:

- Date and time
- Staff present
- Care undertaken
- Any deviation from the care plan and the reason
- Any concerns or changes in behaviour/appearance

4.5 Communication and Respect

Staff will:

- Communicate gently and clearly with children
- Use the child's usual communication method
- Respect the child's wishes wherever possible
- Promote positive body image and self-esteem
- Maintain confidentiality at all times

4.6 Cultural, Religious and Personal Needs

We will take into account:

- Religious beliefs
- Cultural values

- Gender identity
- Physical needs (e.g., periods, catheterisation, stoma care)

4.7 Safeguarding

All intimate care will be delivered in line with:

- *Keeping Children Safe in Education (2026)*
- School safeguarding policy
- Staff Code of Conduct

Any concerns will be reported immediately to the Designated Safeguarding Lead.

5. Governors' Responsibilities

Governors will:

- Ensure appropriate toileting and intimate care facilities are available
- Ensure sufficient staff are trained to meet children's needs
- Review this policy at least every three years
- Monitor compliance with safeguarding and equality legislation

6. Parent/Carer Responsibilities

Parents/carers are asked to:

- Provide all relevant medical and care information promptly
- Work with school to develop and review care plans
- Supply necessary equipment (e.g., nappies, wipes, spare clothing)
- Support independence at home
- Ensure emergency contact details are up to date

7. Learner Responsibilities

Children will be supported to:

- Respect the toileting space and others' privacy
- Communicate when they need help
- Be involved in their care plan where appropriate
- Share any worries with a trusted adult

8. Related Policies

This policy should be read alongside:

- Safeguarding and Child Protection Policy
- Confidential Reporting Policy
- Managing Medical Needs Policy
- First Aid Policy
- Health and Safety Policy
- Inclusion and SEND Policy
- Equality Policy

9. Review

This policy will be reviewed annually or sooner if legislation or school needs change.