



Intimate Care Policy

Policy Approved: October 2025

To be reviewed: October 2026

School Vision, Values and Aims

Our school vision, values, aims and motto are rooted in the Church of England's Vision for Education; *Deeply Christian, Serving the Common Good* and the biblical teaching of;

"Love the Lord your God with all your heart, and with all your soul, and with all your mind and with all your strength; and love your neighbour as yourself" (Mark 12.30,31).

Vision

Open Hearts, Open Minds, Open Doors

Values

Respect	Luke 10:25-37 The Good Samaritan
Responsibility	Luke 15:11-32 The Prodigal Son
Compassion	Luke 19, 1-10 Zacchaeus the tax collector
Perseverance	Luke 5:17-26 A man is helped by friends to see Jesus

Aims

Our principle aim - For all to know that they are welcome here

To show kindness and forgiveness

To listen to one another

To seek enjoyment in our work

To show patience with one another

To show love towards one another

To show courage in our work

To keep the children at the heart of our decisions

To embrace innovation and change

To trust one another

To inspire one another

To celebrate the dignity and worth of each individual

To begin each new day positively

To reach out to one another

To have confidence

To encourage one another

To support and challenge one another

To believe in one another

Introduction

The school is committed to providing personal care that has been recognised as an assessed need and indicated in the care plan, in ways that:

- Maintain the dignity of the individual.
- Are sensitive to their individual needs and preferences.
- Maximise safety and comfort.
- Protect against intrusion and abuse.
- Respect the pupil's right to give or withdraw their consent or for their legal guardian to do so as deemed appropriate
- Encourage the individual to care for themselves as much as they are able.

Intimate personal care is hands-on physical care in personal hygiene, and/or physical presence or observation during such activities. It includes:

- Body bathing other than to arms, face and legs below the knee.
- Toileting, wiping and care in the genital and anal areas.
- Continence care.
- Placement, removal and changing of incontinence pads.
- Menstrual hygiene.
- Dressing and undressing.

Children and young people'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 must have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff at Leckhampton C of E Primary School work in partnership with parents/carers to provide continuity of care to children wherever possible.

Staff deliver a full personal safety curriculum, as part of Personal, Social and Health Education (named Vision and Values Curriculum at Leckhampton C of E Primary School), to all children and young people as appropriate to their developmental level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.

Leckhampton C of E Primary 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. The 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.

The aim of all staff should be to promote as much independence as is reasonably possible and to respect the pupil's dignity.

Staff undertaking personal care should always act in accordance with the policy and must have received training before undertaking any of the tasks detailed in the care plan.

General Personal Care

Pupils should be encouraged and supported to be as independent as possible in all their care tasks. Staff should not undertake tasks which pupils are able to perform themselves provided they have sufficient time and support. Staff must be culturally sensitive and aware of different concepts of privacy, nudity and touch. Staff asked to provide intimate care will be trained to do so (including Child Protection and Health and Safety training in moving and handling as appropriate) and will be made fully aware of best practice. Apparatus will be

provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist as required.

Washing, dressing, toileting.

Pupils must be encouraged and supported to conduct their own self-care as much as possible. It must not be undertaken by staff because they feel it is quicker or more convenient.

Staff should be mindful of pupils' need for privacy.

Hearing Aids

Pupils should be encouraged and supported to be as independent as possible, however if they have been taught the proper technique by an appropriately qualified person, staff may assist pupils to insert and adjust hearing aids.

Sanitary/ incontinence protection

Staff involved in changing both sanitary towels and incontinence pads must follow hygiene principles, wearing disposable gloves, using clinical waste bins and washing hands.

Intimate Care Plans

Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child. Where appropriate these plans will include a full risk assessment to address issues such as moving and handling, personal safety of the child and the carer's health.

The Inclusion lead will meet with parents and children to draw up the plan and to review the 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.

The Inclusion lead will act as an advocate to whom children will be able to communicate any issues or concerns that they may have about the quality of care they receive.

The Protection of Children and Young People

Gloucestershire Safeguarding Children Board Procedures will be accessible to staff and adhered to. All staff will receive Safeguarding Training every 3 years.

Where appropriate, all children and young people 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. they will immediately report concerns to the Designated Safeguarding Lead. A clear record of the concern will be completed and, when necessary, a child welfare concern will be logged with the Children and Families Front Door Service and a referral made to the Multi- Agency Safeguarding Hub (MASH). Parents will be informed that a referral is necessary prior to it being made unless doing so is likely to place the child at greater risk of harm. If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. 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.

This Policy must be read in conjunction with our Child Protection and Safeguarding Policy, SEND policy and Supporting Pupils with Medical Conditions policy.