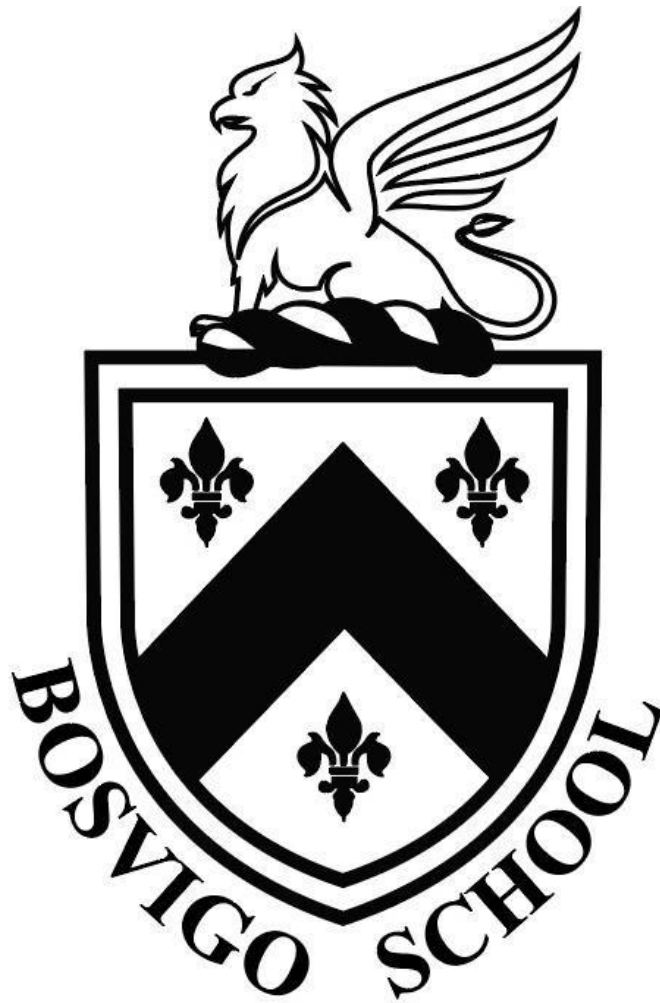




Intimate Care Policy

Date adopted: September 2026

Review date: September 2028

Policy owner: Headteacher

1. Statement of Intent

At Bosvigo School, we are committed to safeguarding and promoting the welfare of all children. We recognise that some children may require support with personal and intimate care for a variety of reasons, including age, developmental stage, disability, medical conditions, special educational needs, illness or injury.

The Governing Board and all staff are committed to ensuring that intimate care is provided in a manner which:

- Safeguards children.
- Preserves dignity and privacy.
- Respects individual rights.
- Promotes independence.
- Follows a child-centred approach.
- Supports equality and inclusion.
- Maintains professional boundaries.

This policy should be read alongside the school's safeguarding, SEND, supporting pupils with medical conditions, behaviour, health and safety, low-level concerns and staff code of conduct policies. Bosvigo's safeguarding arrangements are aligned with current statutory safeguarding requirements and Keeping Children Safe in Education 2026.

2. Legislation and Guidance

This policy has been developed with reference to:

- Keeping Children Safe in Education 2026.
- Working Together to Safeguard Children 2026.
- Children and Families Act 2014.
- SEND Code of Practice (0-25 years).
- Equality Act 2010.
- Human Rights Act 1998.
- Data Protection Act 2018 and UK GDPR.
- Health and Safety at Work Act 1974.
- Supporting Pupils with Medical Conditions.
- Early Years Foundation Stage (EYFS) Statutory Framework.
- Cornwall and Isles of Scilly Safeguarding Children Partnership procedures.

3. Definition of Intimate Care

Intimate care is any care which involves washing, touching, carrying out procedures or providing support to intimate areas of the body.

This may include:

- Toileting support.
- Changing clothing following accidents.
- Continence care.
- Nappy changing.
- Menstrual care.

- Showering or bathing.
- Washing intimate parts of the body.
- Certain medical procedures.
- Changing continence products.

Children of any age may require intimate care either occasionally or regularly. The level of support required will vary depending upon individual circumstances.

4. Our Principles

Bosvigo School will ensure that:

- Every child is treated with dignity and respect.
- The welfare of the child is paramount.
- The child's voice is listened to and valued.
- Children are supported to develop independence.
- Children are involved in decisions affecting their care wherever possible.
- Intimate care is delivered sensitively and professionally.
- Staff adopt a trauma-informed approach.
- Privacy is respected whilst maintaining appropriate safeguards.
- Staff work openly and transparently.
- Parents and carers are involved in planning and reviewing support arrangements.

Bosvigo School recognises that intimate care can be a particularly sensitive experience for some children. Staff will use calm, predictable, relational approaches which promote emotional safety and wellbeing.

5. Equality and Inclusion

Bosvigo School is committed to ensuring equality of access and provision for all pupils.

The school will not:

- Refuse admission because a child is not toilet trained.
- Operate blanket continence expectations.
- Discriminate against a child who requires intimate care support.

Every child's needs will be assessed individually and reasonable adjustments will be made in accordance with the Equality Act 2010.

Consideration will be given to:

- Disability.
- Medical needs.
- Special educational needs.
- Religion and belief.
- Culture.
- Family circumstances.
- Protected characteristics.

6. Children's Rights

All children have the right to:

- Be safe.
- Receive support with dignity.
- Be treated respectfully.

- Be involved in decisions regarding their care.
- Express their preferences and concerns.
- Have their privacy respected.

Whenever possible, staff will:

- Explain what is happening.
- Seek the child's agreement.
- Encourage participation and independence.
- Use communication methods appropriate to the child's level of understanding.

7. Safeguarding Arrangements

Providing intimate care places adults in positions of trust and requires particularly high standards of professional conduct.

All staff involved in intimate care must:

- Follow the school's Safeguarding and Child Protection Policy.
- Follow the Staff Code of Conduct.
- Follow the Low-Level Concerns Policy.
- Maintain professional boundaries at all times.
- Work in an open and transparent manner.
- Report concerns immediately to the Designated Safeguarding Lead (DSL).
- Complete records when required.

Staff must never:

- Use intimate care to develop inappropriate relationships.
- Make comments which could embarrass or humiliate a child.
- Carry out unnecessary physical contact.
- Ignore disclosures or safeguarding concerns.
- Use mobile phones or recording devices during intimate care.

8. Staffing Arrangements

There is no requirement for two members of staff to be present during every intimate care intervention.

The number of adults involved will be determined through:

- Individual risk assessment.
- The child's age.
- Medical needs.
- Communication needs.
- Moving and handling requirements.
- Safeguarding considerations.

Where appropriate:

- Another adult should be informed that intimate care is taking place.
- A second adult may be present if identified through a risk assessment.
- Reasons for additional staffing arrangements will be documented.

9. Individual Intimate Care Plans

Where a child requires ongoing support, an Individual Intimate Care Plan will be developed in partnership with:

- Parents/carers.
- The child (where appropriate).
- School staff.
- Health professionals.
- External agencies where relevant.

Plans will include:

- The child's needs.
- Level of independence.
- Personal preferences.
- Communication arrangements.
- Staffing arrangements.
- Equipment requirements.
- Medical information.
- Moving and handling requirements.
- Recording procedures.
- Emergency procedures.
- Review date.

Plans will be reviewed at least annually or whenever needs change.

10. Toileting Accidents and Short-Term Needs

Children may occasionally experience toileting accidents.

In these situations staff will:

- Respond promptly and sensitively.
- Reassure the child.
- Support the child discreetly.
- Encourage independence wherever possible.
- Preserve dignity and privacy.
- Inform parents where appropriate.

Children will never be punished, criticised or made to feel embarrassed because of an accident.

11. Pupils with SEND and Medical Needs

Some children may require planned intimate care because of disability, SEND or medical needs.

The school will work collaboratively with:

- Parents and carers.
- Health professionals.
- The SENCo.
- External agencies.

Reasonable adjustments will be made to ensure children receive safe and appropriate support whilst promoting independence wherever possible.

12. Menstrual Care

The school recognises that some pupils may require support in managing menstruation.

Support may include:

- Access to sanitary products.

- Disposal facilities.
- Access to spare uniform.
- Emotional reassurance.
- Additional support for pupils with SEND.

A child's dignity and confidentiality will always be protected.

13. Infection Prevention and Hygiene

Staff will follow infection control procedures at all times.

This includes:

- Handwashing before and after care.
- Use of disposable gloves where appropriate.
- Use of disposable aprons where necessary.
- Safe disposal of waste.
- Cleaning contaminated surfaces immediately.
- Appropriate storage of cleaning materials and personal care products.

Protective equipment will be available wherever intimate care is provided.

14. Early Years Foundation Stage

For children within the Early Years Foundation Stage, intimate care arrangements will comply with the safeguarding and welfare requirements of the EYFS Statutory Framework. This includes ensuring suitable hygienic changing facilities and balancing children's privacy and dignity with their safety and support needs.

15. Allegations and Concerns

Any safeguarding concern arising during intimate care must be reported immediately to the DSL.

This includes:

- Marks, bruising, rashes or injuries.
- Unusual behaviour.
- Disclosures.
- Concerns about staff conduct.
- Low-level concerns.
- Allegations against staff.

All concerns will be managed in accordance with the school's Safeguarding and Child Protection Policy and relevant safeguarding procedures. Bosvigo's safeguarding policy includes procedures for allegations, low-level concerns and referral pathways.

16. Record Keeping

Written records will be maintained when:

- Intimate care is provided under an Individual Intimate Care Plan.
- A safeguarding concern arises.
- An injury or mark is observed.
- A disclosure is made.
- An unusual incident occurs.
- A medical procedure is undertaken.

Records will include:

- Date and time.
- Nature of support provided.
- Staff involved.
- Child's presentation.
- Any concerns identified.
- Action taken.
- Parent communication where appropriate.

Records will be stored securely in accordance with data protection requirements.

17. Staff Training

Staff providing intimate care will receive appropriate training and guidance relevant to their role.

This may include:

- Safeguarding and child protection.
 - Professional boundaries.
 - Manual handling.
 - Infection control.
 - Supporting pupils with medical conditions.
 - SEND awareness.
 - Continence support.
 - Trauma-informed practice.
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18. Monitoring and Review

The Headteacher, DSL and Governing Board will monitor implementation of this policy.

The policy will be reviewed:

- Annually.
 - Following changes to legislation or guidance.
 - Following safeguarding reviews where appropriate.
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Appendix A: Individual Intimate Care Plan

Child's Name: _____

DOB: _____

Class: _____

Nature of Need

Support Required

Level of Independence

Communication Arrangements

Equipment Required

Staffing Arrangements

Medical Information

Recording Arrangements

Emergency Procedures

Review Date

Parent/Carer Signature: _____

School Representative: _____

Date: _____

Appendix B: Intimate Care Record

[illegible]

Appendix C: Parent/Carer Agreement

I understand that Bosvigo School may provide intimate care support for my child in accordance with their identified needs and the school's Intimate Care Policy.

I agree to:

- Work in partnership with the school.
- Provide necessary clothing or personal care items where required.
- Keep the school informed of any changes to my child's needs.
- Participate in reviews of support arrangements.

Child's Name: _____

Parent/Carer Name: _____

Signature: _____

Date: _____

School Representative: _____

Signature: _____

Date: _____