



# Beenham Primary School

## Intimate Care Policy

---

### 1. Aim

This policy sets out Beenham Primary School's approach to supporting pupils who require intimate care. It aims to ensure that all intimate care is provided safely, respectfully and consistently, while maintaining pupils' dignity, privacy and wellbeing.

This policy should be read in conjunction with other relevant school policies, particularly those relating to safeguarding, health and medical needs.

---

### 2. Scope

Intimate care is defined as care that involves washing, touching or carrying out a procedure to intimate personal areas. This may include, but is not limited to:

- Toileting and continence care
- Support with dressing or undressing where necessary
- Support following accidents involving soiling or wetting
- Care associated with medical needs

This policy applies to all staff involved in providing intimate care to pupils.

---

### 3. Principles

At Beenham Primary School we:

- Treat all pupils with dignity, respect and sensitivity

- Encourage and support pupils to develop independence in personal care wherever possible
  - Ensure pupils feel safe, listened to and respected during intimate care
  - Work in partnership with parents/carers and, where appropriate, healthcare professionals
  - Provide care that is consistent, planned and reviewed regularly
- 

## 4. Legal framework and guidance

This policy is informed by:

- The Children Act 1989 and 2004
  - The Equality Act 2010
  - The Education Act 2002
  - The Children and Families Act 2014
  - Keeping Children Safe in Education (DfE)
  - Supporting Pupils with Medical Conditions (DfE)
- 

## 5. Roles and responsibilities

### 5.1 Governing Board

The governing board has overall responsibility for ensuring that appropriate arrangements are in place for intimate care and that this policy is reviewed regularly.

### 5.2 Headteacher

The headteacher is responsible for:

- Ensuring this policy is implemented and followed

## Beenham Primary School Intimate Care Policy 2026

- Ensuring staff are appropriately trained and supported
- Ensuring intimate care arrangements are consistent with safeguarding procedures
- Approving individual intimate care plans

### 5.3 Staff

Staff involved in intimate care will:

- Treat pupils with dignity and respect at all times
- Follow agreed individual intimate care plans
- Encourage independence wherever appropriate
- Maintain confidentiality and professional boundaries
- Report any concerns immediately in line with the Safeguarding Policy

Only school employees who have undergone appropriate safeguarding checks will provide intimate care.

### 5.4 Parents/carers

Parents/carers are expected to:

- Provide full and up-to-date information about their child's needs
- Work with the school to develop and review an intimate care plan
- Provide appropriate equipment and supplies required for their child's care
- Ensure emergency contact details are kept up to date

### 5.5 Pupils

Pupils will be encouraged, as appropriate, to:

- Be involved in decisions about their care
- Communicate their needs, concerns or preferences

- Develop independence in personal care where possible
- 

## 6. Individual Intimate Care Plans

Where a pupil requires regular intimate care, an Individual Intimate Care Plan will be created.

Plans will:

- Be developed in partnership with parents/carers and, where appropriate, healthcare professionals
- Clearly outline what care is required, how it will be delivered and by whom
- Take account of the pupil's views and level of understanding
- Be reviewed at least annually or sooner if the pupil's needs change

Where intimate care is linked to a medical condition, plans will align with the pupil's Intimate Care Plan (ICP).

---

## 7. Procedures and safeguarding

- Intimate care will be carried out in a way that protects both the pupil and the member of staff
- Wherever possible, care will take place in an appropriate, private space
- Staff will explain each step of the care process to the pupil
- Only the agreed level of assistance will be provided

If intimate care is required in an emergency and is not covered by an existing plan, staff will act in the best interests of the pupil and inform parents/carers and a senior member of staff as soon as possible. The incident will be recorded.

Any safeguarding concerns arising from intimate care must be reported immediately in line with the school's Safeguarding Policy.

---

## 8. Health, safety and hygiene

Staff will:

- Follow the school's First Aid Policy where care is linked to injury or illness
  - Use appropriate personal protective equipment (PPE)
  - Follow infection control and hygiene procedures
  - Ensure disposal of waste is carried out safely and appropriately
- 
- 

## 9. Training and support

Staff involved in intimate care will receive:

- Appropriate safeguarding training
  - Guidance on infection control and hygiene
  - Training linked to specific medical or care needs, where required
- 
- 

## 10. Record keeping and confidentiality

- Records relating to intimate care will be stored securely
  - Information will only be shared on a need-to-know basis
  - All records will be managed in line with data protection requirements
- 
- 

## 11. Monitoring and review

This policy will be monitored by the headteacher and reviewed annually by the governing board.

---

---

## 12. Links with other policies

This policy should be read alongside the following school policies:

## Beenham Primary School Intimate Care Policy 2026

- Safeguarding and Child Protection Policy
  - First Aid Policy
  - Supporting Pupils with Medical Conditions Policy
  - Health and Safety Policy
  - Equality Policy
  - Special Educational Needs and Disability (SEND) Policy
- 

**Approved by: Full Governing Board**

**Date approved: Friday 13<sup>th</sup> March 2026**

**Review date: March 2027**

## Appendix: Individual Intimate Care Plan



**Intimate care and toileting management plan**

<b>Child's Name:</b>	<b>Date of birth:</b>	<b>Year Group:</b>
<b>Details of assistance required:</b>		
<b>Facilities and equipment provided by school:</b>		
<b>Equipment required from home:</b>		
<b>Plan:</b>		
<b>Training needs:</b>		
<b>This current plan has been agreed by:</b>		
<b>Parent / carer permission:</b>		<b>Date:</b>
<b>Parent/Carer signature:</b>		<b>Date:</b>
<b>Staff agreed plan:</b>		
<b>Date for review:</b>		