



INTIMATE CARE POLICY

Approved by: Epsilon Star MAT Board of Trustees

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Intimate Care Policy (Whole School)

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1. Aims

This policy ensures that intimate care is carried out respectfully, safely and consistently across the school. It safeguards pupils' dignity, privacy and wellbeing while protecting staff who provide support.

The aims of this policy are to ensure:

- Intimate care is carried out appropriately and safely
- Pupils are treated with dignity, respect and privacy
- Pupils are not discriminated against under the Equality Act 2010
- Parents/carers understand procedures and are involved in planning support
- Staff have clear guidance to protect both pupils and themselves
- Pupils are supported to develop independence in personal care

Intimate care refers to care tasks that involve toileting, washing, changing clothing, supporting continence needs, or other personal care involving intimate areas.

2. Legislation and statutory guidance

This policy follows statutory safeguarding guidance including Keeping Children Safe in Education (KCSIE), Working Together to Safeguard Children, the Equality Act 2010, Children and Families Act 2014 and Health and Safety at Work Act 1974.

3. Role of parents and carers

Parents and carers will be asked to give written consent for the school to provide intimate care where necessary.

For pupils with ongoing needs, an intimate care plan will be created with:

- parents/carers
- school staff

- the pupil (where appropriate)
- health professionals where relevant

If urgent care is required and parents cannot be contacted, staff will provide care to ensure the pupil's comfort and inform parents afterwards.

4. Role of staff

Teaching assistants, teachers and support staff may provide intimate care where it is included in their role.

All staff providing intimate care will have:

- Enhanced DBS checks
- Safeguarding training
- Training in hygiene and infection control
- Manual handling training where required
- Understanding of relevant risk assessments

5. Intimate care procedures

Where possible, two members of staff will be present during intimate care. If this is not possible, another member of staff will be informed.

Care will take place in appropriate facilities such as:

- nursery toilets
- pupil toilets
- accessible/disabled toilet

The school will provide gloves, wipes, disposal bags and other hygiene supplies. Parents/carers should provide spare clothing or continence products if required.

6. Supporting independence

Staff will encourage pupils to participate in their own personal care where appropriate, supporting independence and confidence.

7. Additional support for KS1 and KS2 pupils

Older pupils may occasionally require intimate care due to illness, injury, medical conditions or menstruation. Support will be provided sensitively and discreetly.

This may include:

- support following toileting accidents

- assistance due to medical or SEND needs
- providing menstrual products or support
- temporary assistance due to injury

8. Safeguarding

If staff notice marks, bruising or any safeguarding concerns during intimate care, they must report this immediately in line with the school safeguarding procedures.

Any accidents or incidents must be reported to the Designated Safeguarding Lead (DSL). If a pupil makes an allegation against staff, the matter will be investigated following the school's safeguarding procedures.

9. Monitoring arrangements

This policy will be reviewed annually by the Headteacher/Head of Academy and approved by the Board of Trustees.

10. Links with other policies

- Child Protection and Safeguarding Policy
- Health and Safety Policy
- SEND Policy
- Supporting Pupils with Medical Conditions Policy
- Accessibility Plan
- Behaviour Policy

11. Menstrual care (Upper KS2)

Pupils in Upper Key Stage 2 may begin menstruation while at school. The school will support pupils sensitively and discreetly to ensure their comfort, dignity and wellbeing.

Support may include:

- Providing access to menstrual products such as sanitary pads if a pupil does not have their own
- Allowing pupils to visit the toilet as needed to manage menstruation
- Providing spare clothing if required
- Offering reassurance and support from a trusted member of staff
- Informing parents/carers where appropriate, particularly if supplies are needed

Menstrual products will be available in a discreet location such as the school office, medical room or pastoral area. Pupils will be able to access these without embarrassment.

Staff will treat all requests for menstrual support with sensitivity and respect for privacy.

12. Recording intimate care incidents

Where intimate care is provided outside of a planned care arrangement, staff will record the support provided. This ensures transparency, safeguarding oversight and communication with parents/carers.

A record will be completed if:

- there has been a toileting accident
- a pupil requires unexpected support with personal care
- there is any injury, concern or safeguarding issue noticed during care
- a pupil expresses distress or discomfort

Records will be stored securely in line with safeguarding and data protection procedures.

13. Menstrual product access procedure

The school will ensure that pupils who menstruate can access menstrual products easily and discreetly during the school day.

Menstrual products will be available from:

- the school office
- the medical room
- a designated pastoral or wellbeing area

Pupils may ask any trusted member of staff for support. Staff will provide products discreetly and allow pupils to access toilet facilities as required.

The school aims to remove barriers to learning by ensuring pupils feel confident accessing menstrual support when needed.