



Intimate Care Policy

September 2025

Review September 2027

Introduction

Veryan 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. Veryan School recognises that there is a need to treat all children with respect when intimate care is planned and given. No child should be attended to in a way that causes distress, pain or where there is a lack of privacy.

Care for our youngest children

As children within the Early Years and Year One are less independent in areas of self-help, our procedure for support is more flexible to support their needs. If a child of this age has accidentally soiled themselves, the intimate care for that child will be guided by the following:

- Adults familiar to the child from either their class or Key stage will assist in the intimate care and reassure the child.
- The adult will ensure that the changing of the child is carried out in a suitable location where privacy is maintained but where adult help is close by. For example:
- Adults will always make another staff member aware that they need to support a child with changing.
- If possible the child is to be encouraged to wipe and clean themselves.
- If a fresh change of clothes is required, again the child will be encouraged to undress/dress themselves. The school can provide spare clothes in this event.
- Parents will be contacted and informed of the incident details at the earliest possible opportunity.

Care for our older children

Most children are more independent in managing their intimate care needs from Year 2 upwards. If on the rare occasion a child soils themselves and the child requires changing / cleaning, adults will ensure maximum autonomy is given to the child and encourage them to carry out the task themselves with help if they require it. If they require help with cleaning or changing tasks, then the adult will seek another adult to support them in the task. As a matter of courtesy, the parent will be contacted at an appropriate time to let them know.

Care for children who require regular support in their intimate care needs:

Some children, require intimate care as part of their daily routine in school. We manage this safely by:

- Carefully planning intimate care into their individual timetable. Dignity and the child's right to privacy is paramount in this planning.
- Ensuring the adults are suitably trained in delivering the care required especially if the mobility of the child is limited or the child cannot communicate verbally. For example, the use of consistent visual cues and language.
- Ensuring the adults that know the child best are prioritised to carry out intimate care.
- Where possible we match the gender of the adult and child, especially with older children.
- Where possible, ensure that the responsibility for care is shared and not undertaken by the same adult/s every time. On occasions this may not be possible when specific staff are trained in specific equipment, to aid in the care of the child.
- Any adult delivering intimate care will be a fully inducted member of staff and will therefore work under our policies and procedures.
- If equipment is required to help move a child, staff will be properly supervised and trained to carry out these tasks.
- Ensuring that children are given the maximum autonomy to carry out the tasks as independently as safe to do so. Staff should choose the most suitable environment to enable this. For example, a changing bed in a changing room or a sit down toilet.
- Ensuring that intimate care independence is taught during these tasks by the adults, leading to greater child autonomy in the future.
- Intimate care arrangements should be discussed and reviewed with parents regularly. Parents should be involved in the development of more complex intimate care plans, especially if the child is beginning puberty.
- Where children communicate through non-verbal means, particular attention must be paid to regular reviews of their intimate care. This will be done through the regular SEN parent meetings held throughout the academic year.

Trips and residentials

It is parents responsibility to inform the school of any toileting needs for their child whilst on trips or residentials. Staff and parents will work together to ensure the child's needs are met. If medication is required, parents will need to complete a medication form. Where a child remains in pull-ups overnight, every effort will be made to ensure their privacy and dignity.

The protection of children

Any safeguarding concerns arising from the intimate care of any children will be reported following the schools usual safeguarding procedures as outlined in our Child Protection and Safeguarding Policy. Adults will ensure that no electronic recording devices are on their persons during times of intimate care. All adults carrying out intimate care duties will be members of staff who will have undergone appropriate and regular safeguarding training.