



Our Mission Statement: Learning Together, Learning for Life

Intimate Care Policy

Date of next review:	September 2028
Date implemented:	September 2026
Date approved by Governors:	September 2026
Reviewed by:	Sarah Whitehouse

1. Introduction & Aims

At **Marsden Infant and Nursery School**, we are committed to ensuring that all intimate care routines are managed with **dignity, privacy, and respect**, while strictly upholding our safeguarding responsibilities.

This policy aims to ensure that:

- **Pupil rights and well-being** are fully safeguarded in line with the Equality Act 2010.
- **Intimate care is executed properly** by staff following clear, safe, and hygienic protocols.
- **Parents and carers** feel reassured that their child's individual needs are handled sensitively.
- **Staff feel protected** from false allegations or health and safety risks.

2. Legislation & Statutory Framework

This policy complies with the statutory requirements of the [EYFS Statutory Framework](#), [Keeping Children Safe in Education \(KCSIE\)](#), and public health guidance for infection control.

This policy will be implemented in conjunction with the schools':

- Health and Safety Policy
- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Child Protection and Safeguarding Policy
- Staff Code of Conduct
- Whistleblowing Policy
- Administering Medications Policy

3. Definition of Intimate Care

Intimate care is defined as any care which involves **washing, touching, or carrying out a personal procedure** to intimate personal areas. Within an infant school setting, this typically includes:

- Changing nappies or pull-ups
- Assisting with toilet training and wiping after a toilet accident
- Changing soiled or wet clothing due to accidents or sickness
- Dressing, undressing, or cleaning intimate areas
- Oral hygiene
- Feeding
- Providing comfort to an upset or distressed child

4. Principles of Best Practice

All staff providing intimate care must adhere to the following principles:

- **Promoting Independence:** Staff must encourage children to do as much for themselves as possible based on their developmental stage.
- **Communication:** Staff will explain every step to the child before it happens, using age-appropriate, clear language.
- **Consistency:** Where possible, a designated key person or familiar teaching assistant will complete the routine to build trust.
- **Privacy and Dignity:** Care will always take place in a private, designated changing area away from the sight of other pupils.

5. Safeguarding & Staffing Protocols

- **Vetting:** All staff performing intimate care must undergo an enhanced **DBS check with barred list information**.
- **Lone Working vs. Visibility:** A second staff member is not required to be directly in the room to supervise, as this compromises the child's privacy. However, routines must take place in an area where other staff members are in close proximity and aware that the care is occurring.
- **Reporting Concerns:** If a staff member notices unusual marks, bruises, or changes in behaviour during intimate care, or if a child makes a disclosure, they must report it immediately via the school's normal **Child Protection Procedures**.

6. Health, Safety, & Hygiene Procedures

To minimize infection and maintain hygiene standards, staff must follow these rules:

- **Protective Wear:** Staff must wear clean, disposable plastic aprons and disposable gloves for every changing routine. Gloves must never be reused.
- **Disposal:** Soiled items and nappies must be double-bagged and placed into a dedicated, foot-operated sanitary bin.
- **Sanitization:** Changing mats and surfaces must be thoroughly cleaned with anti-bacterial spray before and after each use.
- **Handwashing:** Both staff and children must wash their hands thoroughly with warm water and soap immediately after the process is finished.

7. Partnering with Parents & Carers

- **General Consent:** Parents are asked to sign a general **Intimate Care Consent Form** upon their child's admission into Nursery, Reception or Key Stage 1 to cover occasional toileting accidents.
- **Individual Care Plans:** For pupils with long-term medical needs, disabilities, or developmental delays requiring routine intimate care, an **Individual Intimate Care Plan** will be co-created with the parents, school staff, and relevant medical professionals.

- **Home-School Supplies:** Parents of children requiring regular or occasional care must provide a continuous supply of nappies/pull-ups, baby wipes, and a change of clean clothes.

8. Record Keeping

Every single instance of intimate care must be recorded on the school's internal logging system. The log must record:

1. The child's name and class.
2. The date, time, and specific reason for the care (e.g., wet clothes, bowel movement).
3. The names of the staff member(s) involved.
4. Any observations or changes in the child's routine.

Note: These details are strictly confidential and must not be written in standard home/school communication books.

Policy Reviewed By:

Date of Next Review: 1st September 2026
