



'Where Children Come First'

Intimate Care Policy

School Philosophy

At Shepton Mallet Community Infants' School & Nursery we regard it as important that all our pupils should have an equal opportunity to receive a broad and balanced curriculum. We aim to encourage all our pupils to develop and flourish in a well ordered, organised and caring environment. Consequently, we are aware that some children will need special provision at some time or throughout their education.

We place great importance on our communication and partnerships with parents and in the involvement pupils with SEND have in the planning of their education. We are determined to meet the educational needs of all our pupils.

Aims

- All staff providing personal care to pupils will respect the pupil's dignity and welfare at all times.
- The following document is based on best practice across special schools.
- Shepton Mallet Community Infants' School & Nursery is committed to ensuring that all staff responsible for the intimate care of pupils will undertake their duties in a professional manner at all times.

Our approach to best practice

- All relevant staff are trained to provide intimate care and are fully aware of best practice. It is important to note that providing personal care for pupils is completed on a voluntary basis by the members of staff who can withdraw their involvement at any time.
- Written permission from the parent or carer is needed before we change children who have soiled or wet their clothes following an 'accident'. This will also apply to changing clothes for a performance or event.
- We will make exceptions for those children who have a diagnosed medical condition and a personal intimate care plan. We will work with their parents to ensure that these children are supported.
- Apparatus will be provided to assist with pupils who need special arrangements.
- Staff will be sensitive to the needs of individual pupils, taking into account their ages and developmental changes
- All children are free to go to the toilet at any time. Throughout the day staff will remind children to use the toilet and will be aware of telltale signs of them needing to go.
- If a child has an accident, the Teaching Assistant will guide the child as much as necessary to change, clean, redress and wash hands independently. Wet or soiled clothes will be placed in a plastic bag, tightly closed, and sent home.

- Pupils will be supported to achieve the highest level of independence possible, given their age and competence.
- Each pupil's right to privacy will be respected.
- Intimate care arrangements will be reviewed regularly and personal care routines revised as necessary.

The Protection of Pupils

- Education Child Protection Procedures and Inter-Agency Child Protection Procedures will be adhered to.
- All pupils will be taught personal safety skills carefully matched to their level of development and understanding.
- If a member of staff has any concerns about physical changes in a pupil's presentation e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the Designated Safeguarding Lead.
- If a pupil becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be investigated and outcomes recorded.
- Further advice will be taken from outside agencies if necessary.

Policy dateJuly 2025reviewed November 2025

Signed:(Parent / Guardian)

Signed:.....(Class teacher)

Signed:..... (Staff)

Signed:..... (Staff)

Headteacher date