



**Beaumont
Primary
School**

A Learning Community Partnership

Policy for Intimate Care



Beaumont Primary School

Intimate Care Policy

This policy represents the agreed principles for intimate care throughout the school.

This policy has been agreed by all staff and governors within the school.

The school does not routinely provide regular nappy, pull-up or continence changing during the school day. The purpose of this policy is therefore primarily to provide a clear, safe and dignified response to occasional toileting accidents or situations where a child becomes soiled or wet.

The school recognises that there may be exceptional circumstances in which an individual care plan is required to meet a child's specific needs. Such arrangements will be considered on an individual basis, in consultation with parents/carers and the Local Authority's SEND department, where appropriate.

The school recognises that occasional accidents can happen to children of any age. Children will be treated sensitively and without embarrassment, and their dignity and wellbeing will be prioritised.

Introduction

In relation to intimate care, the school aims to:

- Safeguard the rights and promote the best interests of every child;
- Ensure that children are treated with sensitivity, respect and dignity;
- Support children to develop independence in personal care wherever possible;
- Provide clear and consistent procedures for staff;
- Ensure that parents/carers understand how intimate care will be provided;
- Work in partnership with children, parents/carers and relevant professionals; and
- Safeguard both children and adults during intimate care.

Principles

It is essential that every child is treated as an individual and that intimate care is provided as gently and as sensitively as possible.

When responding to intimate care needs, staff will:

- Treat each child as an individual;
- Maintain the child's dignity and privacy;
- Use calm, reassuring and age-appropriate language;
- Encourage the child to manage their own care as far as they are able;
- Avoid shaming, blaming or embarrassing a child;
- Respect the child's wishes and feelings wherever reasonably possible;
- Maintain appropriate professional boundaries; and
- Follow the school's safeguarding procedures if anything causes concern

Definition

Intimate care is one of the following:

- Supporting a pupil with dressing/undressing
- Providing comfort and reassurance to a pupil who is distressed following vomiting, a toileting accident or the onset of menstruation.
- Supporting a pupil requiring medical care, who is not able to carry this out unaided
- Cleaning a pupil who has vomited
- Supporting a pupil following a toileting accident
- Supporting a pupil with menstrual hygiene

Supporting a pupil with dressing / undressing

Staff may assist children with ordinary clothing difficulties such as coat zips, buttons or shoelaces, particularly where this is appropriate for their age and/or stage of development.

Providing comfort or support for a distressed pupil

Children may seek physical comfort, reassurance or support from staff, particularly younger children in Reception and children with additional needs. Where children require physical support, staff should be mindful that physical contact should be kept to a minimum and, wherever possible, be initiated by the child.

When comforting a child or providing reassurance, staff should ensure that any physical contact is appropriate, proportionate and visible. A child should not be positioned close to a member of staff's body in a way that could reasonably be regarded as intimate. Where physical contact is appropriate, staff should provide support that is suitable to the child's age, developmental stage, individual needs and the circumstances.

If a child touches a member of staff in a way that makes the member of staff feel uncomfortable or is inappropriate, this should be gently but firmly discouraged. Staff should make it clear that it is the touch or behaviour, rather than the child, that is unacceptable.

Assisting a pupil requiring medical care, who is not able to carry this out unaided

Particular attention should be paid to the safe storage, handling and disposal of medicines. The Head Teacher has prime responsibility for the safe management of medicines kept at school. This duty derives from the Control of Substances Hazardous to Health Regulations 2002 (COSHH).

Medicines should generally be kept in a secure place, not accessible to pupils but arrangements must be in place to ensure that any medication that a pupil might need in an emergency is readily available.

Cleaning a pupil who has soiled him/herself, has vomited

If a pupil vomits on themselves, staff will respond calmly and discreetly, reassure the child and encourage them to clean and change themselves as far as they are able. If the child is unable to manage independently or requires a change of clothing, a senior member of staff will be informed and a parent/carer contacted where necessary. Staff will follow the school's hygiene and infection-control procedures.

Supporting a pupil following a toileting accident

- If a child wets or soils themselves, staff should respond calmly and discreetly.
- The child should be reassured that accidents can happen and should not be made to feel embarrassed.
- The child should be taken to an appropriate private toilet/changing space, where they can establish what they are able to manage independently.

- Where the child is able to clean and change themselves, they should be given privacy and sufficient time to do so.
- Parents/carers are asked to provide replacement clothing to be kept in school.
- A parent/carer or emergency contact will be contacted if the child is significantly soiled or wet, if they cannot manage independently, or if a change of clothing is required and none is available.
- The child will be supervised appropriately while waiting for a parent/carer, while preserving their privacy and dignity.
- A senior member of staff should be informed where a child is unable to manage the situation independently. The senior member of staff will assess the situation and determine the appropriate next steps, taking into account the child's needs, dignity and wellbeing.

The school will review the situation with the parents/carers if accidents become frequent or if there is evidence that the child may have an underlying medical, developmental or SEND need requiring additional support.

Supporting a pupil with menstrual hygiene

Beaumont Primary School recognises that some pupils may begin menstruation while attending primary school. Pupils will be supported to manage their menstrual hygiene with dignity, privacy and respect.

The school will ensure that appropriate sanitary products are available for pupils who need them. Pupils will be encouraged and supported to manage their menstrual care independently wherever possible.

Staff may provide appropriate practical support, such as providing sanitary products, helping a pupil access a private toilet or contacting a parent/carer where a pupil requires additional assistance.

Safeguarding and protection of children and staff

Intimate care and responses to toileting accidents must be managed in a way that protects both the child and staff.

Staff should inform an appropriate senior member of staff when a child requires support following a significant accident.

Staff should avoid unnecessary physical contact.

Children should be given privacy while retaining appropriate safeguarding oversight.

Any disclosure, unexplained injury, concerning behaviour or concern about the conduct of another adult must be reported immediately in accordance with the school's safeguarding procedures.

This policy should be read alongside the school's Safeguarding Policy.

Hygiene and infection prevention

Where staff are required to assist a child following an accident, they should follow normal school hygiene procedures.

- Hands should be washed with liquid soap and water where contact with bodily fluids or contaminated materials may have occurred.
- Disposable gloves should be used where staff need to handle contaminated clothing or materials.
- A disposable apron should be used where there is a risk of contamination.

- Contaminated clothing should be placed in a sealed bag and sent home with the child.
- Any bodily-fluid spillages must be dealt with using the school's appropriate cleaning and infection-control arrangements.
- Staff must not handle bodily fluids with bare hands.

Recording and communication with parents/carers

Routine minor accidents do not require a detailed intimate-care record. However, significant or repeated accidents should be communicated to parents/carers and may need to be recorded.

Staff should record or report, as appropriate:

- repeated or unusually frequent accidents;
- a child being unable to manage independently;
- significant distress or changes in behaviour;
- injury, bleeding or other health concerns;
- any safeguarding concern or disclosure; and
- any situation where the normal procedure could not be followed.

Information about a child's personal care should be treated confidentially and shared only with staff and professionals who need to know.

Staff responsibilities

The Headteacher is responsible for ensuring that appropriate arrangements are in place.

Staff should be familiar with this policy and know who to contact when a child has an accident.

Staff should raise any recurring concern about a child's toileting or personal-care needs with the SENDCO, Headteacher or appropriate senior member of staff.

Where a child's needs change, the school will consider whether additional training, professional advice or other arrangements are required.

Equality, SEND and reasonable adjustments

Beaumont Primary School is committed to inclusion and equality. A child's disability, special educational need or medical condition will be taken into account when considering how best to respond to personal-care needs.

The school will consider reasonable adjustments where appropriate. Where a child has ongoing needs that cannot safely be met through the school's current arrangements, the school will work with parents/carers and relevant professionals to identify appropriate support.

Complaints and concerns

Parents/carers who have concerns about the arrangements for intimate care should raise them with the Headteacher in the first instance. Safeguarding concerns will be managed in accordance with the school's Safeguarding Policy.

Related policies and documents

Safeguarding Policy
 Supporting Pupils with Medical Conditions
 Allergy Safety Policy
 Health, Safety and Welfare Policy
 SEND Policy
 Staff Code of Conduct

Policy review

This policy will be reviewed annually, or sooner if there are changes to statutory guidance, school procedures or the needs of pupils.

The policy will be reviewed in Autumn Term 2027.

References and guidance

Keeping Children Safe in Education 2026 – Department for Education.

Supporting pupils at school with medical conditions – Department for Education.

Preventing and controlling infections in children and young people's settings – UK Health Security Agency.

Equality Act 2010.

SEND Code of Practice: 0 to 25 years.

Policy of Equality Statement

The Board of Governors and School is committed to a policy of equality and aims to ensure that no employee, job applicant, pupil or other member of the school community is treated less favourably on grounds of sex, race, colour, ethnic or national origin, marital status, age, sexual orientation, disability or religious belief.

Date: **Autumn Term 2026**

Review Date: **Autumn Term 2027**