



Abingdon Primary School

Intimate Care Policy

	Term	Year
Last Review Date/Policy Adopted	Autumn	2026
Next Review Date	Autumn Term	2027
Lead	Kay Venis	

This school is an academy within The Legacy Learning Trust.



1. Aims

This policy aims to ensure that:

- all intimate care is provided safely, respectfully and in accordance with the individual needs of the child;
- the dignity, privacy, rights and wellbeing of children are protected at all times;
- children are supported to develop independence in personal care appropriate to their age, stage of development and individual needs;
- children who require intimate care are not disadvantaged or discriminated against;
- parents and carers are appropriately involved in arrangements for their child's intimate care;
- practitioners understand their responsibilities and work within appropriate safeguarding, health and safety and hygiene procedures;
- children and practitioners are protected through clear, consistent and transparent arrangements for intimate care.

2. Legislation and statutory guidance

This policy should be read in conjunction with:

- Early Years Foundation Stage (EYFS) Statutory Framework for Group and School-Based Providers (September 2026);
- Keeping Children Safe in Education (2026);
- Working Together to Safeguard Children (2026);
- SEND Code of Practice: 0 to 25 years (2015);
- Equality Act 2010;
- relevant health and safety, hygiene and infection-control guidance;
- Abingdon Primary School's Safeguarding and Child Protection Policy;
- Abingdon Primary School's SEND and Inclusion Policy;
- Abingdon Primary School's Staff Code of Conduct.

The school will ensure that its intimate care arrangements meet the statutory requirements of the EYFS, including the requirement that children's privacy is considered and balanced with safeguarding and support needs when changing nappies and toileting.

3. What is intimate care?

Intimate care is care involving a child's personal hygiene or physical needs where an adult may need to provide physical assistance.

This may include:

- changing nappies or pull-ups;
- supporting a child who has wet or soiled themselves;
- supporting a child with toileting;
- changing wet or soiled clothing;
- supporting personal hygiene following toileting;

- other personal care arising from a child's age, developmental needs, disability or medical needs.

Routine intimate care will be provided as part of the school's normal duty of care. Where a child has more complex, individual or ongoing intimate care needs, a bespoke intimate care/toileting plan will be developed.

The school does not routinely undertake invasive medical procedures as part of intimate care. Where a child has a medical need requiring a specific procedure, this will only be undertaken where appropriate training, authorisation and arrangements are in place.

4. Principles of intimate care

All intimate care will be provided:

- with dignity, kindness and respect;
- in a calm and reassuring manner;
- with appropriate consideration of the child's privacy;
- with regard to the child's age, developmental stage, communication needs and individual circumstances;
- in a way that promotes the child's independence wherever possible;
- with the child's cooperation and understanding encouraged wherever appropriate;
- in accordance with safeguarding and health and safety requirements.

Practitioners will explain what they are doing to the child in an age-appropriate way and, wherever possible, give the child appropriate choices and opportunities to participate in their own care.

Children will never be made to feel ashamed, embarrassed or at fault because they require help with personal care.

5. Privacy and safeguarding

The school recognises that children have a right to dignity and privacy during toileting and intimate care.

In accordance with the EYFS statutory framework, children's privacy will be considered and balanced with safeguarding and support needs.

The arrangements for intimate care will therefore take account of:

- the child's need for privacy and dignity;
- the child's age and developmental needs;
- the level of support required;
- the need for appropriate safeguarding oversight;
- the safety of both the child and the practitioner.

Intimate care will take place in an appropriate designated area and children will not be left unattended while receiving intimate care.

In the nursery, a second practitioner will be present within the setting when intimate care is being provided. In other areas of school, appropriate safeguarding arrangements will be followed according to the child's age, independence and individual needs.

Practitioners will maintain professional boundaries at all times and will follow the school's Code of Conduct and safeguarding procedures.

6. Routine intimate care

Young children, particularly those in the Early Years Foundation Stage, may require routine support with toileting, nappies, pull-ups, accidents or changing clothing.

The school will not refuse admission or participation in school activities because a child is not yet toilet trained.

For children requiring routine intimate care, parents/carers will provide appropriate information and consent as part of the school's admission arrangements.

Parents/carers will be asked to provide an appropriate supply of nappies, pull-ups, wipes and spare clothing where these are required.

A daily routine toileting record will be maintained for all nappy changes. This will record the child's name, date and time of care, the nature of the care provided and the practitioner who provided it.

Records will be stored and managed appropriately and treated confidentially.

7. Individual intimate care and toileting plans

Where a child's intimate care needs are more complex, ongoing or significantly different from routine care, a bespoke individual intimate care/toileting plan will be created.

The plan will be developed in partnership with:

- the child, where appropriate;
- parents/carers;
- the class teacher or relevant practitioner;
- the SENCO where appropriate;
- relevant health or other professionals where required.

The plan will identify the child's individual needs, the support required, how their dignity and privacy will be maintained, how independence will be encouraged and any relevant communication, sensory, medical or safeguarding considerations.

Individual intimate care plans will be reviewed regularly and whenever there is a significant change in the child's needs.

Where appropriate, the plan and relevant records will be stored securely on CPOMS in accordance with the school's information-sharing and safeguarding procedures.

8. Supporting independence

Intimate care will be used as an opportunity to develop children's independence and self-care skills.

Practitioners will encourage children to do as much for themselves as they are safely able to do, taking account of their age, developmental stage and individual needs.

This may include encouraging children to:

- recognise when they need to use the toilet;
- communicate that they need help;
- manage clothing;
- use the toilet independently;
- clean themselves appropriately;
- wash and dry their hands;
- manage personal belongings and spare clothing.

Children with SEND will be provided with appropriate support and reasonable adjustments to enable them to develop independence in personal care wherever possible.

9. Role of practitioners

All practitioners who work with children may be required to provide routine intimate care as part of their role.

Practitioners will:

- follow this policy and any individual intimate care plan;
- treat children with dignity, respect and sensitivity;
- maintain appropriate professional boundaries;
- explain what they are doing to the child;
- encourage independence;
- follow appropriate hygiene procedures;
- maintain confidentiality;
- record intimate care where required;
- report any safeguarding concerns immediately in accordance with the school's safeguarding procedures.

Practitioners will receive appropriate safeguarding training and will be familiar with the school's procedures for intimate care. Where a child's individual needs require additional training or specialist procedures, appropriate training will be arranged before the procedure is undertaken.

10. Hygiene and health and safety

Practitioners will follow the school's hygiene and infection-control procedures when providing intimate care.

Appropriate protective equipment and cleaning materials will be available.

Hands must be washed thoroughly before and after intimate care, and appropriate disposable gloves and aprons will be used where required.

Changing areas and equipment will be kept clean and hygienic.

Soiled clothing will be contained securely and returned discreetly to parents/carers.

Where manual handling or specialist equipment is required, practitioners will follow relevant risk assessments and any advice provided by health professionals.

11. Safeguarding

Intimate care must always be provided in accordance with the school's safeguarding and child protection procedures.

Practitioners must report any safeguarding concern to the Designated Safeguarding Lead (DSL) or Deputy DSL immediately.

This includes concerns arising from:

- unexplained injuries, marks or changes in presentation;
- a child's behaviour or emotional response during intimate care;
- a child's communication, disclosure or allegation;
- concerns about the conduct of another adult;
- a child expressing discomfort, fear or distress associated with intimate care.

If a child consistently becomes distressed or refuses intimate care from a particular practitioner, this will be sensitively investigated and appropriate action taken.

Any allegation against a member of staff will be managed in accordance with the school's safeguarding procedures and the relevant statutory guidance.

12. Parents and carers

Parents and carers are important partners in supporting children's personal care.

The school will:

- discuss relevant intimate care needs with parents/carers;
- take account of parents' knowledge of their child's needs and preferences;
- provide parents/carers with appropriate information about arrangements for intimate care;
- work with parents/carers to support children's development of independence;
- communicate significant concerns or changes relating to a child's intimate care needs.

Parents/carers are expected to provide relevant information about their child's personal care needs and any changes that may affect the support required in school.

13. Confidentiality and information sharing

Information about a child's intimate care needs will be treated sensitively and confidentially.

Information will only be shared with those who need it to provide safe and appropriate care or where sharing information is necessary to safeguard the child.

Records relating to intimate care will be stored securely in accordance with the school's safeguarding, confidentiality and information-sharing procedures.

14. Monitoring and review

The implementation of this policy will be monitored by the school leadership team and reviewed regularly.

Individual intimate care arrangements will be reviewed whenever a child's needs change.

The policy will be reviewed in accordance with the school's policy review cycle and updated where there are changes to legislation, statutory guidance or school procedures.

Appendices

Appendix A – Individual Intimate Care / Toileting Plan

This will be completed where a child requires an individualised intimate care arrangement and will be tailored to the child's specific needs.

Appendix B – Daily Routine Toileting Record

This will be used where appropriate to record routine intimate care, including the date, time, nature of care and practitioner providing the care.

Appendix C – Individual Personal Care Log

Used where additional recording is required to monitor a child's individual personal care needs.

Daily Routine Nappy/Toileting Record

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Daily Routine Nappy/Toileting Record

PM

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