



# THE ECCLESBOURNE SCHOOL

Learning Together for the Future

## INTIMATE CARE POLICY

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April 2026

**This policy is ratified by the Student and Curriculum Sub-Committee**

**This is a non-statutory policy**

**This policy is reviewed every two years.**

## **1 Principles**

The Ecclesbourne School is committed to ensuring that all staff responsible for the intimate care of students will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust.

The Ecclesbourne School recognises that there is a need to treat all pupils with respect when intimate care is given. The pupil's welfare and dignity is of paramount importance. Staff will work in close partnership with parents/carers to share information and provide continuity of care.

## **2. Statutory Guidance**

Although our intimate care policy is not statutory, we explicitly refer to Keeping Children safe in Education in this policy, in particular the areas that cover;

- Staff Conduct
- Reporting Concerns
- Recording Safeguarding Information

## **3. Definition**

Intimate care can be defined as an activity which meets the personal care needs of a pupil.

Examples include care associated with continence and menstrual management, as well as tasks such as help with toileting, washing and dressing. It does not include assisting with wiping intimate personal areas but may involve prompting a student to do so.

It also includes supervision of pupils involved in intimate self-care.

## **4. Best Practice**

Staff carrying out intimate care of pupils in the school must follow the procedures and advice outlined:

Ensure they are aware of the Safeguarding Policy and Procedures in place within the school. If concerned about a pupil's actions or comments whilst carrying out intimate care, this should be discussed with The designated safeguarding lead.

- Use the nature of the incident/care required, and knowledge of the pupil to make a judgement on how many adults should be involved in intimate care. In some cases, it may be advisable to have same sex adults in attendance, for the pupil. This could also be in cases where the pupil is vulnerable or where knowledge of the pupil or family indicates there could be difficulties/allegations made.
- If possible a pupil should be assisted/supervised in a disabled toilet to allow for privacy/supervision.
- Pupils should always be encouraged to carry out intimate care as independently as possible.
- Consider the dignity of the student and allow them to make a decision on how they would like to be assisted.
- If the pupil requires assistance with intimate care regularly, a care plan should be in place, which is agreed and signed by their parent/carer. Two or three members of staff should be identified who will carry out this care. They should ensure that this care is shared so that the student is not always assisted by the same person.
- When unplanned intimate care is required, a second member of staff (eg. class teacher or Learning Support Officer) should be informed of what is happening and if necessary, assist.

- A bag of equipment for use during unplanned intimate care will be kept in the medical room. This will contain gloves, wipes, bags for putting soiled clothing in and sanitary towels. If any of these items are used they must be replaced.
- If it is suspected that a pupil has soiled themselves and it is denied by the pupil, the matter should be referred to the parent/carer for advice. They should either come into school to assist the pupil or take them home and return them to school when they have been changed.
- If a pupil has been assisted with intimate care, which is not planned, a parent/carer must be contacted as soon as possible to inform them of what has happened and how the pupil was assisted. If a pupil has been assisted with intimate care, this should be recorded and My Concern by the member of staff who has assisted the child, as a concern, for the designated safeguarding lead to review.
- Confidentiality should be maintained at all times between pupil, school and parent/carer.