



Brays School Intimate Care Policy

Date of Approval:	April 2024
Approved by:	Brays School LAC
Review Date:	April 2027

Contents

1. Aims

This policy aims to ensure that:

- Intimate care is carried out properly by staff, in line with any agreed plans
- The dignity, rights and wellbeing of children are safeguarded.
- Pupils with intimate care difficulties are not discriminated against, in line with the Equalities Act 2010
- Parents are assured that staff are knowledgeable about intimate care and that the needs of their children are taken into account
- Staff carrying out intimate care work do so within guidelines (i.e. health and safety, manual handling, safeguarding protocols awareness) that protect themselves and the pupils involved

Intimate care refers to any care which involves toileting, washing, changing, touching or carrying out an invasive procedure to children's intimate personal areas.

2. Legislation and statutory guidance

This policy complies with [statutory safeguarding guidance](#).

It also complies with our funding agreement and articles of association.

3. Role of parents

3.1 Seeking parental permission.

For children who need routine or occasional intimate care (e.g. for toileting or toileting accidents) and for those children whose personal care needs are more complex, parents will be asked to sign a consent form.

Where there isn't parental consent or an intimate care plan in place, parental permission will be sought before performing any intimate care procedure.

If the school is unable to get in touch with parents and an intimate care procedure urgently needs to be carried out, the procedure will be carried out to ensure the child is comfortable, and the school will inform parents afterwards.

3.2 Sharing information

Brays School will share information with parents as needed to ensure a consistent approach. We will also expect parents to also share relevant information regarding any intimate matters as needed.

4. Role of staff

4.1 Which staff will be responsible

All staff at Brays School who carry out intimate care will have been subject to an enhanced Disclosure and Barring Service (DBS) with a barred list check before appointment, as well as other checks on their employment history.

4.2 How staff will be trained

Staff will receive:

- Regular safeguarding training
- If necessary, manual handling training that enables them to remain safe and for the pupil to have as much participation as is possible

They will be familiar with:

- The control measures set out in risk assessments carried out by the school
- Hygiene and health and safety procedures
- They will also be encouraged to seek further advice as needed.

5. Intimate care procedures

5.1 How procedures will happen

At Brays School 2 members of staff are present when carrying out intimate care. It is best practice from a health and safety and safeguarding perspective to have 2 members of staff present.

Procedures will be carried out in personal care rooms, pupil toileting facilities and the changing area of the hydrotherapy pool.

When carrying out procedures, the school will provide staff with:

- Single use disposable gloves
- Single use disposable aprons
- Hygiene bins (sanitary disposable waste bins)
- Cleaning supplies
- Single use disposable bed roll
- Changing beds and manual handling equipment such as hoists and slings

For pupils needing routine intimate care, Brays School expects parents to provide, when necessary, a good stock (at least a week's worth in advance) of necessary resources, such as nappies, wipes, underwear and/or a spare set of clothing as required.

Any soiled clothing will be contained securely and returned to parents at the end of the day or sent home with the child's transport guide.

5.2 Concerns about safeguarding

If a member of staff carrying out intimate care has concerns about physical changes in a child's appearance (e.g. marks, bruises, soreness), they will report this using the school's safeguarding procedures.

If a child is hurt accidentally or there is an issue when carrying out the procedure, the staff member will report the incident immediately to a DSL.

If a child makes an allegation against a member of staff, the responsibility for intimate care of that child will be given to another member of staff as quickly as possible and the allegation will be investigated according to the school's safeguarding procedures.

6. Monitoring arrangements

This policy will be reviewed by the Headteacher every three years. At every review, the policy will be approved by Brays School Local Academy Council.

7. Links with other policies

This policy links to the following policies and procedures:

- Accessibility plan
- Safeguarding

- Health and safety policy
- Use of Touch Protocol
- Supporting pupils with medical conditions
- Manual handling policy



Appendix 1: Template parent/ carer consent form

PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE	
Name of child	
Date of birth	
Name of parent/carers	
Address	
I give permission for the school to provide appropriate intimate care to my child (e.g. changing soiled clothing, washing and toileting)	<input type="checkbox"/>
I will advise the school of anything that may affect my child's personal care (e.g. if medication changes or if my child has an infection)	<input type="checkbox"/>
I understand the procedures that will be carried out and will contact the school immediately if I have any concerns	<input type="checkbox"/>
I do not give consent for my child to be given intimate care (e.g. to be washed and changed if they have a toileting accident). Instead, the school will contact me or my emergency contact and I will organise for my child to be given intimate care (e.g. be washed and changed).	<input type="checkbox"/>

PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE	
I understand that if the school cannot reach me or my emergency contact, if my child needs urgent intimate care, staff will need to provide this for my child, following the school's intimate care policy, to make them comfortable and remove barriers to learning.	
Parent/carer signature	
Name of parent/carer	
Relationship to child	
Date	

Draft - Subject to LAC Approval