



# **Intimate Care Policy**

**Reviewed: September 2022**

**Ratified by the Governors: October 2022**

**Next review date: September 2025**

In the event of any child requiring a change of clothes due to sickness, toileting accidents or a child arriving at school rain wet, it is the agreed policy of the school to act immediately to address the child's discomfort and distress.

Reassuring words, understanding and sympathy will be administered immediately and members of staff may be called up to assist.

The following course of action will take place:

- It will be ascertained that the parents of the child in question have agreed to allow an intimate change to take place via the School Data Permission Form.
- Once permission has been confirmed, items of required clothing will be collected from the school's supply. (Supplies of new underwear are replenished as and when required by the school).
- A soiled child will be removed from the class to maintain the child's dignity.
- Where possible two members of staff will be present when the child requires to be changed. The disability toilet may be used as space for the child to change/be changed. Intimate care is given with respect and consideration, ensuring the child is not further embarrassed. The utmost discretion will be exercised and each member of staff will at all times be aware of the other's actions.
- According to the age and capability of the child, he/she may be able to change independently with the support staff outside the door.
- Children will be actively encouraged to change and clean themselves with discreet supervision from the staff member. (If possible two members of staff will be present).
- The parent will be informed of the incident in a discreet manner when collecting the child from school or by telephone prior to home time.
- No child will be allowed to go home in a soiled condition if the Teacher/Assistant is aware of the situation and can do something to help. If for any reason the school is unable to deal with it, the parents/carers will be contacted, made aware of the situation and asked to come and assist the child.
- If there is a consistent problem of a child soiling themselves then parents/carers will be involved in drawing up an action plan to address the issue. Outside help may be requested from the GP or other health professionals.
- Separate intimate care arrangements for senior girls are in place and dealt with by female teachers.
- Should any child's parents/carers have made it clear that they don't wish to have their child's clothes changed in such instances, the school will make contact to inform the parents of the details and follow suitable/agreed instructions.
- We request that the Parent/Carer wash and return the clothes which have been sent home.

### Intimate Care Form

To be completed each time a child requires changing of clothing due to an incident such as wetting and/or soiling themselves or being physically sick.

Date & Time:	Child's Name:	Incident: (What, where etc.)	Action Taken:	Signature of person/s who dealt with the incident:

