**Intimate Care Policy**

**St James' Catholic Primary School**

**Policy Review:** Annually, or sooner if required

**1. Policy Statement**

At St James' Catholic Primary School, we are committed to ensuring that all children receive intimate care that respects their dignity, privacy, safety and individual needs.

We recognise that intimate care is an important part of supporting children's wellbeing, development and independence. All staff have a responsibility to ensure that children feel safe, comfortable and respected during care routines.

**2. Children's Rights**

All children have the right to:

- Receive care that respects their dignity, privacy and personal boundaries.
- Feel safe, comfortable and secure with the adults providing their care.
- Be informed about what is happening and encouraged to participate and give permission at each stage, according to their age and understanding.
- Have their feelings, preferences and individual needs recognised and respected.
- Be encouraged and supported to develop independence wherever possible.

**3. Intimate Care Procedures**

Intimate care may include toileting, nappy changing, changing clothes and supporting children with personal hygiene.

Staff will:

- Provide care in a safe, appropriate and private environment.
- Explain each stage of the procedure using clear, age-appropriate language.
- Encourage children to participate in their care and develop independence.
- Respect children's feelings, preferences and individual needs.
- Follow appropriate hygiene, safeguarding and health and safety procedures.
- Communicate sensitively with parents and carers about their child's care needs.

All staff involved in intimate care must be familiar with this policy and confident in following the agreed procedures.

**4. Individual Intimate Care Plans**

Children who require regular or additional intimate care support may have an individual care plan developed in partnership with their parents or carers.

Plans will include:

- The child's individual routines, preferences, likes and dislikes.
- Their personal care and support needs.
- Strategies to promote comfort, dignity and independence.
- Any specific arrangements needed to ensure safe and consistent care.

Plans will be reviewed regularly with parents or carers and updated as children's needs change.

**5. Children with SEND, Additional Needs or Medical Conditions**

Where a child has specific intimate care requirements relating to special educational needs, disabilities or medical conditions, an individual care plan will be developed in consultation with the child, their parents or carers and relevant healthcare professionals.

The plan will clearly identify:

- What intimate care support is required.
- Where the care will take place.
- Who will provide the care.
- Any specialist equipment, adaptations or additional support required.

Plans will be reviewed regularly to ensure that care remains appropriate, safe and responsive to the child's needs.

**6. Promoting Independence**

Across our Two-Year-Old Provision, Nursery and Reception, children are encouraged to develop independence in personal care routines in line with their age, stage of development and individual abilities.

Staff provide sensitive guidance, reassurance and practical support, gradually reducing assistance as children become more confident and capable.

**7. Working with Parents and Carers**

We recognise the importance of positive partnerships with parents and carers to ensure continuity of care between home and school.

Staff will:

- Discuss children's individual care needs and routines with parents.
- Agree appropriate care arrangements and support strategies.
- Share relevant information sensitively and confidentially.
- Review and update care plans collaboratively as children's needs change.

**8. Safeguarding and Staff Responsibilities**

Children's safety and wellbeing remain central to all intimate care procedures.

All staff must:

- Follow the school's safeguarding and child protection procedures.
- Respect children's dignity, privacy and personal boundaries.
- Recognise and respond appropriately to any signs of discomfort or distress.
- Report any safeguarding concerns promptly in accordance with school procedures.
- Maintain appropriate confidentiality regarding children's personal care needs.

**9. Monitoring and Review**

The EYFS Lead will support staff in implementing this policy consistently across the Two-Year-Old Provision, Nursery and Reception.

Individual care plans will be reviewed regularly in partnership with parents and carers, and this policy will be reviewed annually or following relevant changes to guidance or practice.

**Our aim is to ensure that every child receives safe, respectful and sensitive intimate care while developing confidence, independence and a positive sense of self.**