

Grimsargh St Michael's C of E Primary School



Intimate Care Policy

'Let your light shine before people so that they may see your good works and glorify your Father in heaven' (Matthew 5: v.16)

Inspiring, believing and achieving in our loving Christian community

Introduction

At Grimsargh St Michael's C of E Primary School, we recognise that all children have different rates of development and differing needs during their time at school. Most children achieve continence before starting full-time school. There are however many children in mainstream educational establishments who are not fully independent in this regard. We aim to support children to progress towards independence as far as possible. The stigma associated with wetting and soiling accidents can cause enormous stress and embarrassment to the children and families concerned. Difficulties with continence can severely inhibit a child's inclusion in school and the community. Children with toileting problems who receive support and understanding from those who act in loco- parentis are more likely to achieve their full potential.

We are committed to ensuring that all pupils are able to access the whole curriculum and are able to be included in all aspects of school life. This includes providing suitable changes of clothing and attending to continence needs of our pupils where necessary.

Aims

All children have the right to be safe, to be treated with courtesy, dignity and respect and to be able to access all aspects of the educational curriculum.

At Grimsargh St Michael's C of E Primary School, we work:

- To ensure that pupils with continence difficulties are not discriminated against in line with the Equalities Act 2010.
- To provide help and support to pupils in becoming fully independent in personal hygiene.
- To treat continence issues sensitively so as to maintain the self-esteem of the child.
- Work with parents in delivering a suitable care plan where necessary.

- To ensure that staff dealing with continence issues work within guidelines that protect themselves and the pupils involved.

The staff work hard to build effective relationships with the parents and carers of the children attending Grimsargh St Michael's C of E Primary School. Any particular needs that a child may have will be dealt with sensitively and appropriately, working with parents/carers to ensure that each child can access the curriculum. Any child who has personal care or continence needs will be attended to in a designated area within school. Parents will only be contacted in extreme cases where soiling is severe and/or linked to illness e.g. sickness and diarrhoea, or when a child refuses to let a member of staff help change their clothing.

Care Plans

Where a pupil has particular needs (e.g. wearing nappies or pull-ups regularly) or has continence difficulties which are more frequent than the odd 'accident', staff will work with parents/carers (and health visitors/school nurse, if appropriate) to set out a care plan to ensure that the child is able to attend daily.

Please see our Care Plan proforma (Appendix A).

In these circumstances it may be appropriate for the school to set up an agreement that defines the responsibilities that each partner has and the expectations each has for the other (see Appendix B). This kind of agreement should help to avoid misunderstandings that might otherwise arise, and help parents feel confident that the setting/school is taking a holistic view of the child's needs. Should a child with complex continence needs be admitted, the school will consider the possibility of special circumstances and/or provision being made. In such circumstances, an appropriate health care professional (School Nurse or Family Health Visitor) will be closely involved in forward planning.

Personal Care Procedures

Staff will follow agreed procedures when attending to the care or continence needs of any pupil within the setting, whether this be a child with a care plan agreement or a child who has had an occasional 'accident':

- Change the child's clothing as appropriate, as soon as possible.
- Use appropriate cleaning products and adhere to health and safety procedures.
- Report any marks or rashes to parents and Head Teacher.
- Inform parent/carer that a continence issue has arisen.
- Contact a parent/carer where soiling is severe and/or linked to illness e.g. sickness and diarrhoea, or when a child refuses to let a member of staff help change their clothing.
- Place a 'Do not enter' sign (visually illustrated) on the toilet door/ door of the room where the care is taking place, to ensure that privacy and dignity are maintained during the time taken to change the child.
- Record the date and time the personal care took place on the proforma attached (Appendix C)

Health and Safety Procedures

When dealing with personal care and continence issues, staff will follow agreed health and safety procedures to protect both the child and the member of staff:

- Staff to wear disposable gloves and aprons while dealing with the incident
- Soiled continence product used to be double wrapped, or placed in a hygienic disposal unit
- Changing area to be cleaned after use

- Hot water and liquid soap available to wash hands as soon as the task is completed
- Paper towels available for drying hands.

Child Protection

'Enhanced with Children's barred list check' DBS checks are carried out on all staff to ensure the safety of children with staff employed in our school. We will ensure that two members of staff are present when intimate care is required. Where ever possible, the same members of staff will change named children. This reduces the risk to the child and promotes their dignity. The care plan will outline back up or contingency measures in the event that the named member of staff is not available.

Monitoring and Review

The SENCO (Miss Helen Smith) will take responsibility for monitoring that agreed procedures are being followed and are meeting the needs of children and families.

It is the Headteacher's responsibility to ensure that all practitioners follow the school policy.

Any concerns that staff have about child protection issues will be reported immediately to the Designated Safeguarding Lead (DSL), Mr Stuart Booth, for further referral if appropriate and recorded on CPOMS.

This policy runs alongside other school policies, particularly Safeguarding and Child Protection, SEND, and Health and Safety.

Signed: **Miss Helen Smith (SENCO)**

Date: **September 2025**

Review Date: **September 2026**

Agreed by the Resources Committee:



Appendix A - Intimate Care Plan

Name of child:	
Name of allocated person(s) to change the child:	
Name of allocated person(s) to change the child if main adult unavailable:	
Where changing will take place:	
What resources and equipment will be used:	
Who will provide the resources and equipment that will be used:	
Training requirements for staff:	
Disposal of product in:	
Infection control measures:	
Special arrangements for trips/ outings:	
When will the plan be reviewed:	
Review comments:	

Appendix B Intimate Care Plan Agreement

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The parent:

- I agree to ensure that the child is changed at the latest possible time before being brought to the school.
- I will provide the school with spare nappies or pull ups and a change of clothing.
- I understand and agree to the procedures that will be followed when my child is changed at school including the use of any cleanser or wipes.
- I agree to inform the school should my child have any marks/rash.
- I agree to a 'minimum change' policy i.e. the school will not undertake to change the child more frequently than necessary.
- I agree to review arrangements should this be necessary.

Signed: (parent/carer)

Date:

Appendix B Intimate Care Plan Agreement

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The school:

- We agree to change the child should the child soil themselves or become uncomfortably wet.
- We agree to monitor the number of times the child is changed in order to identify progress made.
- We agree to report to the parent/carer should the child be distressed, or if marks/rashes are seen.
- We agree to review arrangements should this be necessary.

Signed: (school member of staff)

Name: (school member of staff)

Date: