



Acorn Academy

Intimate Care Policy
September 2026

Introduction

Acorn Academy is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. Children's dignity will be preserved, and a high level of privacy, choice and control will be provided to them. Acorn Academy recognises that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain and all children should be attended to with consent of the child and a parent,

Staff will continue to work in partnership with parents/ carers to share information and to provide continuity of care between school and home environment. The management of all children with intimate care needs will be carefully planned. The child's welfare and dignity is important and will be at the forefront of any decision making.

Individual intimate care plans will be drawn up for a few children as appropriate to suit the circumstances of the child. These plans include a full risk assessment to address issues such as moving and handling, medical conditions and personal safety of both children and adults. Plans will be drawn up with the cooperation with parents. These plans will be reviewed regularly with key staff and parents.

The policy applies to all staff undertaking personal care tasks with children, including those children with special educational needs who may need short-term or long-term personal care and those in EYFS within the normal range of development for children who may not be fully toilet trained. This may include (but is not limited to) children who have a limb in plaster, a child who requires wheelchair support or children with pervasive medical conditions.

Every child has the right to:

- Be safe.
- Personal privacy
- Be valued as an individual
- Be treated with dignity and respect.
- Be involved and consulted in their own intimate care to the best of their abilities. • Express views on their own intimate care and to have these views considered.
- Have levels of intimate care that are appropriate and consistent.

Definition of Intimate Care

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure which most children can carry out for themselves but which they are unable to do. Intimate care tasks can be defined as a care task associated with bodily functions and personal hygiene which demand direct or indirect contact with or without exposure to the genitals.

E.g.

- dressing and undressing
- changing wet or soiled clothes
- Changing nappies or pull-ups
- Toileting
- Washing
- Wiping
- Application of creams
- First aid and medical assistance

Our approach

Staff will receive appropriate guidance and will know the school's safeguarding procedures and policies.

As a basic principle, children will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much as possible for themselves as they can. This will be included in their intimate care plan.

Staffing

In accordance with Essex County Council's intimate care policy advice for schools (2021), there is no written legal requirement for 2 adults to be present when a child is changed. Staff who are going to help a child with intimate care should make sure another staff member is aware of their intentions and is in the vicinity and is visible or audible.

Parental involvement

Parents/carers will be involved in their child's intimate care arrangements on a regular basis; a clear account of the agreed arrangement will be recorded on the intimate care plan. The needs and wishes of the children and parents will be carefully considered alongside any possible constraints e.g. staffing and equal opportunities legislation.

In the case of a child who is not fully toilet trained but is within the normal range of development for their age, the class teacher and or SENCo will meet parents regularly to discuss the child's progress with becoming independent with their toileting needs. This will ensure good communication and that the child is receiving the best support from both school and home.

In accordance with Essex County Council's Intimate Care Advice for Schools (2021) it is the expectation that school will provide, and staff will use, cleaning and barrier products. (Disposable gloves, aprons, soap, hand sanitizer) to ensure that staff are able to work within a clean and safe environment, thus reducing the risk of infection for both them and the child.

Parents will be advised to provide disposable products regularly for the child needing intimate care (nappies, Pull-ups, wet wipes, nappy bags etc.) Most Primary Care Trusts (National Health Service) will provide nappies and pads to school-age children. Parents/ carers will have these delivered to home, so school may ask for extra to be kept in school. This will be recorded in the child's intimate care plan and therefore agreed with parents.

This Policy will be reviewed every 2 years or earlier if necessary.

Appendix 1

Care Plan for ***** – date Class - Teacher

(child's name) currently attends school in (*****) class.

The following people are involved in reviewing the care plan: (Complete list of adults)

Aim:

To support (Child's name) with (description of intimate care needs)

Medical needs and details of Child's symptoms:

- Details of current need/condition/symptoms.
- (To be completed)

Daily Care Requirements:

- Details of daily care needs.
- Details of daily procedure to follow.
- (To be completed)

The following members of staff have read and been provided with a copy of care plan:

Mrs Noble (Headteacher)	
Mrs Daniels (SENCo)	
(Class Teacher)	
(LSA)	
(LSA)	
Any further adults involved in care	

I understand the content of this care plan and agree to speak to the school if anything changes for my child.

Signed.....parent/carer

Date:.....