Little Crickets at Park School Intimate Care Policy

At Little Crickets at Park School, we recognise that intimate/personal care requires staff to be respectful of children's needs. In supporting children with their intimate care needs, we recognise that the preservation of dignity and a high level of privacy, choice and control are of paramount importance.

Staff will encourage children to participate in their own intimate care wherever possible and will seek to explain procedures in an age-appropriate manner. A child's views, preferences and level of independence will be respected at all times.

Definition of Intimate Care

'Intimate care' refers to tasks associated with bodily functions, bodily products, personal hygiene, and direct or indirect contact with a child. Intimate care may involve one or more of the following:

- Cleaning a child who has wet or soiled themselves, or who requires changing during the course of a session in EYFS;
- Cleaning a child who has vomited on themselves, or who feels unwell;
- Supporting a child in school with dressing/undressing;
- Assisting a child who requires medical care, and is unable to perform this unaided.

Purpose of the Guidance

The purpose of this policy is to foster safer working practices for intimate and personal care. While respecting the dignity of the child or young person requiring adult support, it is essential to uphold the rights and principles outlined in the Convention on the Rights of the Child.

This policy applies to all children in the EYFS who may require support for intimate or personal care from an adult on a daily or occasional basis. Staff must approach intimate/personal care tasks with sensitivity and care, as there is considerable variation in children's development. Staff must be respectful and aware of children's needs and always maintain their dignity.

The school must ensure that all staff performing intimate/personal care tasks follow best practices while adhering to the appropriate developmental level and understanding of the child.

Toileting and personal care

We recognise that every child is an individual and therefore will have a unique developmental pattern. Our staff understand that bladder and bowel control is largely dependent on the child's nervous system. Staff should support and reassure parents and carers that their child will be welcomed into the School/Nursery. In the Nursery all parents are asked to provide spare sets of clothes in the child's bag on their peg (see the Nursery Welcome Booklet for details). The school/Nursery also has a selection of spare clothes for children in Reception and above.

Whilst there is no legal requirement for two members of staff to be present during intimate care procedures, staff should ensure another suitable adult is aware that intimate care is taking place and is within sight or hearing wherever practicable. Staff will wear gloves to change the children and will use a separate bag for wet/soiled clothing. Parents or carers will be informed at the end of the day/session when the child is collected.

In Nursery children are requested to bring in a bag with a full change of clothes or more during early stages of toilet training. In Reception all parents are asked to provide a spare pair of underwear.

Legislation
This policy supports staff in meeting the following legal requirements and standards:

- Early Years Foundation Stage Statutory guidance
- Equality Act (2010)
- Children and Families Act (2014)
- Education Health Care Plans.
- Special Educational Needs and Disability Code of Practice 0-25 years.

The Equality Act (2010) prohibits discrimination in the arrangements made for deciding who is offered admission, the terms on which they are admitted, and by not admitting a person to a school. Schools are not allowed to ask parents to come to change their child if the child has a recognised disability, as this would be a violation of the Act. Leaving a child soiled for any length of time is also considered a safeguarding issue, as it puts the child at risk of harm.

Facilities
The Early Years Foundation Stage Framework stipulates that providers must ensure:

- There are suitable hygienic changing facilities for all children in nappies.
- There is an adequate supply of clean bedding, towels, spare clothes, and other necessary items.
- Nappy changing areas are clean, well maintained and appropriately equipped. Staff will supervise children appropriately whilst maintaining privacy and dignity.

Infection control

Staff must follow infection control procedures, including wearing appropriate PPE, washing hands thoroughly before and after intimate care tasks and disposing of waste in accordance with the school's hygiene procedures.

Safeguarding and Welfare Requirements

Children's safeguarding needs to be balanced with their privacy. When children are having their nappies changed, or are learning to use the toilet, a member of staff has to be present. However, consideration needs to be given to who else is present and what can be seen. It is important to respect children's privacy wherever this is possible, without compromising on safeguarding.

All staff responsible for carrying out intimate/personal care procedures must have been selected and vetted according to the required standards (regulated activity DBS check). While there is no legal requirement for a second staff member to be present during the intimate care process, it is best practice to ensure that another appropriate adult is in sight or sound and aware of the task being carried out.

Any concerns arising during intimate care, including unexplained marks, bruising, injuries, changes in behaviour, disclosures or signs of discomfort, must be reported immediately in line with the school's Safeguarding and Child Protection Policy.

Management of Intimate/Personal Care Support

Staff should ensure that they have agreed on the procedure for providing support for intimate care, including discussing specific issues around toileting in a private meeting with parents/carers before the child's admission to school. Where reasonably practical, a child's key worker will carry out intimate care routines. Volunteers, students, work experience placements and visitors must not undertake intimate or personal care procedures under any circumstances.

All staff responsible for intimate care will receive appropriate induction, safeguarding training and guidance regarding intimate care procedures. Staff will be expected to follow this policy and seek support from senior leaders where required.

Procedure for Support in School/Setting

In certain circumstances, and where the individual needs of a child require it, an intimate care plan will need to be agreed upon by both the school and parents, outlining the specific needs of the child and any necessary training for staff. If a child has complex needs, a more specialised care plan may be required in consultation with medical professionals.

Parents/carers will be consulted to create a home/school intimate/personal care support plan, ensuring a collaborative partnership when children are attending school.

Intimate care interventions that fall outside normal daily routines, including toileting accidents, soiling incidents, repeated concerns or any issues relating to a child's welfare, will be recorded and shared with parents/carers as appropriate.

Reasonable Adjustments

Schools should ensure that reasonable adjustments are made to meet the intimate/personal care needs of children with delayed development in the same way they would address any other developmental delay (e.g. language development). Schools should engage with families and take care to ensure that both the child and the parents feel supported and confident in the arrangements.

Where appropriate, schools should contact health professionals (e.g. health visitors) if there are concerns about a child's intimate/personal care development.

Children with SEND, medical conditions or disabilities will receive support that enables them to access education on an equal basis with their peers. Individual intimate care plans will be developed where required.

Best Practice Guidelines for Intimate and Personal Care

- Staff should adhere to the school's intimate/personal care and nappy changing policies.
- All staff should make colleagues aware of any intimate care tasks being undertaken.
- Staff should explain to the child what is happening before any care procedures begin.
- Any variations from the agreed procedure or care plan should be documented and communicated with the pupil and their parents.
- Always ensure that the child's privacy and dignity are maintained and avoid any intrusive behaviour.
- Staff should announce their intention before entering changing rooms or spaces where intimate care is provided.

Staff should only remain in the room for the duration necessary to meet the pupil's needs.

Adults Should Not

- Change or assist with toileting in the presence of other children or in full view.
- Assist with intimate/personal care tasks that the child is capable of doing independently.

Conclusion
The implementation of this policy ensures that children are treated with dignity and respect during intimate care tasks. Little Crickets at Park School are committed to providing a safe, supportive, and non-discriminatory environment for all children, regardless of their intimate care needs.

Policy Owner: LM/RM
Last Reviewed: August 2026
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Note: Please refer to Little Crickets at Park School Changing and Toilet Training Policy