



The King's (The Cathedral) School

Intimate Care Policy

Responsibility:	Ms R Lawrence
Ratified By:	Governing Body
Date Reviewed:	October 2025
Next Review Date:	October 2027

Within this policy 'we' and 'us' means The King's (The Cathedral) School. We are committed to ensuring that all staff responsible for the intimate care of young people undertake their duties in a professional and respectful manner. No student should be supported in a way that causes distress, embarrassment, or discomfort.

Definition of Intimate Care

Intimate care involves assistance with personal hygiene and procedures related to washing, touching, or cleaning intimate areas. This may include cleaning after soiling or vomiting, and the handling of associated equipment. Such care is part of a staff member's duty of care and must be conducted with dignity and respect. Intimate Care should only be facilitated when recommended as part of provision on an individual healthcare plan or by an appropriate professional.

Consent

Parental consent must be obtained for any intimate care and an Individual Care Plan created for the young person. This will be reviewed and adjusted where necessary and must be created alongside parents/ carers and relevant professionals.

The young person should be consulted about their preferences and their right to refuse care.

Legal and Statutory Framework

This policy aligns with statutory guidance including Keeping Children Safe in Education (KCSiE), the Children and Families Act, 2014 and the SEND Code of Practice, 2015. All intimate care must comply with safeguarding procedures and data protection regulations (GDPR). Procedures for Providing Intimate Care

There may be times when staff will need to provide intimate care for a student: this may include bottom wiping, nappy changing, removing clothes due to soiling or vomiting. Staff will follow the procedure below:

- Always treat the student with dignity and respect.
- Encourage student to perform the task themselves. If not possible, explain that the staff members need to help them get cleaned up.
- There will always be 2 members of staff to undertake any personal care task. No students, parents (except parents of the young person) or volunteers will be allowed to perform the task.
- If a young person objects to a member of staff performing intimate care, parents/ carers will be contacted to come and provide the care.
- Personal Protective Equipment (PPE) must be worn by staff to prevent cross contamination. It must be disposed of appropriately.
- Soiled clothing/items will be double wrapped and either disposed of or handed back to the parent/carer.
- Where young people are not able to change themselves, changing will take place in the access toilet near the sixth form café. In exceptional circumstances, young people may need to be changed in pupil reception.
- Any moving and handling of young people will be performed by staff with the relevant up-to-date training.
- Both staff and young people will wash their hands following the procedure.

Staff Training and Record Keeping

Staff supporting with intimate care must receive regular training in safeguarding, manual handling and infection control. Each intimate care event must be recorded, including the date, time, staff involved, reason for care, actions taken and any concerns raised. Records must be stored securely, in line with GDPR.

Monitoring and Review

This policy will be monitored annually and reviewed biannually, or sooner if changes in legislation or guidance occur.

Linked Policies

- Safeguarding and Child Protection Policy
- SEND Policy
- Data Protection Policy
- Supporting Students with Medical Conditions