

INTIMATE CARE AND TOILETING POLICY 2026



WHARTON CHURCH OF ENGLAND PRIMARY SCHOOL

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Intimate Care and Toileting Policy

(Including the disposal of nappies, aprons and gloves safely)

AIM

At Wharton CE Primary School we aim to meet the needs of all our children and promote their welfare. We recognise and assist children with intimate care where needed, and ensure that the children are treated with courtesy, dignity, and respect at all times.

Intimate care is defined as care involving washing, touching or carrying out a procedure to intimate personal areas which some children may need support in doing because of their young age, physical difficulties or other special needs.

Where a child has intimate care needs, a designated member of staff takes responsibility to provide their care. We address issues on an individual basis.

Due to the developmental stages of the children that we work with, we support them with their personal care, reminding the children to go to the toilet, hygiene etc. to develop their independence. As outlined in the foundation stage curriculum, we are responsible for children's personal care skills as an essential part of their personal development, in order to be able to access the rest of the curriculum.

On some occasions, children come to our setting in nappies. We support children sensitively and with dignity in this matter. Also, from time to time some children will have accidents and need to be attended to. Parents are asked to supply a bag of clean clothes for their child in a drawstring bag/rucksack to be hung on their child's peg. These are taken into the toilet facilities prior to changing. However, a supply of spare clothing is available if necessary and parents are asked to return this as soon as possible.

If a child has needed help with meeting intimate care needs (wetting/soiling). This is treated as confidential and shared with the parents in person at the end of the day.

IMPLEMENTATION

- **Staff training**

All staff are knowledgeable about intimate care/personal care. They are aware of their responsibilities, relevant policies, and procedures in place (including adhering to Child Protection, Health and Safety, Confidentiality). The adults are DBS checked and have received training for very specific intimate care procedures where relevant. They follow the child's care plan and they always undertake their duties in a professional manner. They are fully aware of best practice including hygiene.

- **Intimate care / personal care plan**

If a child requires regular assistance with intimate care, staff meet with the parents to discuss the child's needs and devise an agreed intimate / personal care plan. Relevant health personnel are involved if needed. We monitor and review the plan on a regular basis.

- Practice

The designated practitioners who provide the care form a strong, trusting relationship with the child. They ensure that it is a positive experience that is safe and comfortable for all. Whilst the child is having their needs met, it is treated as a time to converse and promote their personal development.

The child is encouraged to undertake as much of the procedure for themselves as possible, including washing intimate areas, dressing/undressing, and hygiene.

The Hygiene room/class toilet area are used to attend to a child's needs and every effort is made to ensure privacy and modesty.

Most procedures are carried out by just the designated practitioners. However, careful consideration is given to the child's individual circumstances to determine how many practitioners might need to be present when a child needs help with intimate care. In some cases, it may be necessary for a chaperone to accompany the child. This provides an additional safeguarding measure, protecting both the child and the adult.

If a child is unhappy or anxious about the care being provided, the issue will be addressed to ensure that we continually meet a child's needs.

- Working with parents

We work closely with parents to identify and ensure we meet the child's needs. Cultural and religious values are respected when planning for their care. We seek to engage in regular communication with parents, and monitor and review the plan together. See appendix A.

- Working with outside agencies

We work closely with outside agencies and utilise their knowledge and expertise where necessary. The SENCO coordinates this approach.

- Disposal of nappies, aprons, and gloves safely

We have in place good hygiene practices when disposing waste to stop infection.

We follow stringent nappy changing procedures to ensure the safe disposal of waste, see below.

- Changing a nappy/pull up

A clean disposable apron and gloves is worn every time a child is changed, after having washed their hands thoroughly.

Whilst changing, children's skin is cleaned with disposable wipe/creams if needed.

Nappies and 'pull ups', gloves, aprons and wipes are disposed of hygienically and safely by placing in a special bin.

This bin is emptied at the end of the day. We dispose of our waste in accordance with the Department of Health and Cheshire West and Chester council.

This policy has been written in accordance with the Disability Discrimination Act (Amended 2010)

Document for reference: Managing bowel and Bladder Problems in Schools and Early Years Settings - PromoCon

Date adopted by Governing Body:Signed.....

Train up a Child in the Way they should go, and when they are old, they will not depart from it.

Proverbs 22 v 6

Appendix A – Wharton CE Primary School - Individual Toileting and Intimate Care Plan

Name of Child	
Summary of Toileting Needs	
Summary of any medical information shared <i>Preferably written documentation from professionals involved in the child's care e.g. GP or Health Visitor</i>	
Where changing will take place	
What items will be used e.g. wet wipes and who will provide these? <i>Usually the parent/carer</i>	
Any specific needs relating to the child	
Special arrangements for trips/outings	
Agreed target for this Care Plan	
How often will the plan be reviewed? <i>Usually this will be every half term</i>	
Date of Review	
Summary of discussion at the review and any actions agreed	

Intimate Care Plan Agreements

The Parent/Carer:

- I agree to ensure that the child is changed at the latest possible time before being brought to school in the morning.
- I will provide the school with wet wipes and any other changing items required.
- I will provide the school with spare underwear and clothes.
- I will return any items provided by the school in an emergency e.g. spare skirt. Items will be washed before being returned.
- I understand and agree the procedures that will be followed when my child is changed at school.
- I agree to inform the school of any significant changes affecting my child.
- I agree to review these arrangements every term.

Signed: **(Parent/Carer)**

Date:

The School:

- We agree to monitor the number of times the child is changed in order to identify progress made.
- We agree to report should the child be distressed, or if marks/rashes are seen.
- We agree to review arrangements every half term.

Signed: **(Member of Staff on behalf of the School)**

Date:

Personal Care Procedures

The staff at Wharton CE Primary School will follow agreed procedures:

- Change the child's clothing as appropriate, as soon as possible.
- Use appropriate cleaning products provided by the parent/carer and adhere to health and safety procedures.
- Inform parent/carer that a continence issue has arisen during the session.
- Contact a parent/carer only 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.
- Ensure that privacy and dignity are maintained during the time taken to change the child.

Health and Safety Procedures

When dealing with personal care and continence issues, staff will follow agreed health and safety procedures:

- Staff to wear disposable gloves and aprons while dealing with the incident, including visors if required.
- 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.