Intimate Care Policy

Ratified by the Board of Management on 22nd September 2026

1. Policy Statement
The Board of Management recognises that some students may require assistance with intimate care needs to access education safely and with dignity. The school is committed to ensuring that all intimate care is provided in a respectful, sensitive and professional manner that safeguards the welfare, privacy and dignity of the student while protecting staff from misunderstanding or unfounded allegations. The safety and wellbeing of the child shall always be the paramount consideration.

2. Purpose
This policy aims to ensure that:

- Students requiring intimate care are supported appropriately.
- The dignity, privacy and independence of students are respected.
- Clear professional boundaries are maintained.
- Staff are adequately trained and supported.
- Appropriate recording, reporting and safeguarding procedures are followed.
- Individual care needs are planned and agreed with parents/guardians.

3. Definition of Intimate Care
Intimate care may include assistance with:

- Toileting and continence care.
- Changing clothing following soiling or illness.
- Personal hygiene needs.
- Assistance with dressing or undressing.
- Menstrual care.
- Other care activities involving personal or intimate areas of the body.

4. Individual Intimate Care Plan
Where a student requires regular intimate care, an Individual Intimate Care Plan shall be developed.
The plan shall be prepared in consultation with:

- Parent(s)/guardian(s).
- Relevant school personnel.
- Health professionals where appropriate.
- The student, where age and understanding permit.

The plan shall specify:

- The student's care needs.

- The support required.
- Staff responsibilities.
- Health and safety considerations.
- Procedures for recording and communication with parents/guardians.

5. Professional Boundaries

Staff providing intimate care shall:

- Treat the student with dignity and respect at all times.
- Encourage independence where possible.
- Explain actions to the student before helping.
- Avoid unnecessary physical contact.
- Respect privacy while ensuring appropriate safeguarding.
- Maintain professional and appropriate relationships with students.

Staff shall not undertake intimate care procedures for which they have not received appropriate professional guidance or training. Parental advice will also be sought to get the full details.

6. Privacy, Dignity and Supervision

The school shall ensure that:

- Intimate care takes place in a private and appropriate setting.
- The student's dignity and confidentiality are respected.
- Suitable supervision arrangements are in place.
- Due regard is given to safeguarding requirements.
- The least intrusive level of support necessary is provided.
- Identify needs of student and any associated hazards.
- To document where Personal Protective Equipment would be used.

7. Staff Training

Staff involved in intimate care shall receive appropriate information, instruction or training relevant to the student's needs before undertaking such duties.

Training may include:

- Safe manual handling.
- Personal care procedures.
- Infection prevention and control.
- Safeguarding requirements / two members of staff required for intimate care.
- Maintaining professional boundaries.

Records of training shall be retained by the school.

8. Recording and Reporting

A written record shall be maintained where required by the student's Intimate Care Plan or where any issue, concern or incident arises.

Records may include:

- Date and time of care provided.
- Names of staff involved.
- Any concerns regarding the student's wellbeing.
- Accidents, injuries or unusual observations.

- Communication with parents/guardians.

Any safeguarding concern arising during the provision of intimate care shall be reported immediately to the Designated Liaison Person (DLP) and managed in accordance with the school's Child Protection Procedures.

9. Review

This policy and any Individual Intimate Care Plans shall be reviewed:

- Annually;
- Following any significant change in the student's needs;
- Following any incident or concern;
- As required by legislative or policy changes.