



Bruree NS Intimate Care Policy

Introduction

This policy provides clear guidance on the provision of intimate care for pupils. Intimate care is a sensitive issue requiring respect for each child's dignity, privacy and wellbeing. The school is committed to safeguarding both pupils and staff by ensuring best practice at all times.

Definition of Intimate Care

Intimate care includes any assistance with bodily functions, personal hygiene or dressing that a child cannot undertake independently. This may involve:

- Toileting and associated personal hygiene
- Changing of continence pads/nappies
- Washing or cleaning after soiling, wetting or vomiting
- Dressing and undressing
- Menstrual care
- Assistance with feeding, including specialised procedures

Supervision of pupils involved in intimate self-care

Aims and Objectives

- To safeguard the dignity, rights and welfare of pupils requiring intimate care.
- To ensure staff follow consistent, safe and respectful procedures.
- To encourage pupils to be as independent as possible in their personal care.
- To protect staff by providing clear protocols and minimising risks of misunderstanding.

Intimate Care Plans

Where a pupil requires ongoing assistance with intimate care, an Individual Intimate Care Plan will be drawn up following consultation with parents/guardians, the Principal, SEN Coordinator, Special Needs Assistant(s) and relevant professionals. The plan will:

- Outline the child's specific needs and level of independence
- Identify the staff members responsible for care and arrangements for absences
- Record equipment or resources required
- Note cultural, religious or communication needs
- Be signed by parents/guardians and school staff
- Be reviewed annually or sooner if needs change

Procedures

- Two adults should be within sight/hearing when intimate care is undertaken where possible. If one-to-one care is unavoidable, the door should remain slightly ajar.
- Temporary staff and students on placement will not carry out intimate care.
- Protective gloves and aprons will be used where appropriate.
- Soiled clothing will be bagged and returned home.
- Parents/guardians are responsible for supplying spare clothes, continence products and wipes.
- Pupils will be encouraged to do as much for themselves as possible, with staff supporting only where necessary.
- All intimate care tasks will be explained to the pupil beforehand using appropriate language or communication methods.
- Records of intimate care interventions will be maintained.

Responding to Incidents

- Wetting: Staff provide clean clothes; child changes independently where possible; staff assist only if necessary; incident is logged; parents are informed.
- Soiling: Parents are contacted to attend. If unavailable, staff will provide comfort, wipes and clean clothes, assisting only if essential; incident is logged.
- Vomiting: Parents are contacted to collect child; staff may provide wipes and clean clothes; incident is logged.

Child Protection

If a concern arises during intimate care (e.g. unusual soreness, bruising, misinterpretation, emotional reaction, or allegation), staff must report immediately to the Designated Liaison Person (DLP). Procedures will follow Children First and the Child Protection Procedures for Primary and Post-Primary Schools.

Good Practice Guidelines

- Address the pupil by name and explain actions calmly and reassuringly.
- Use agreed terminology for body parts and functions.
- Maintain privacy and dignity at all times.
- Have all supplies ready before beginning care.
- Dispose of waste safely and hygienically.
- Encourage independence and self-esteem in all care interactions.

Roles and Responsibilities

- The Principal ensures staff are trained, supported and aware of the policy.
- Staff follow the policy and individual care plans, use protective equipment, and report concerns to the DLP.
- Parents/Guardians provide necessary supplies, update the school on changes in care needs, and attend review meetings.

Review

This policy will be reviewed regularly in consultation with staff, parents and the Board of Management, and updated in line with relevant guidance and legislation.

Consent Form: Permission to Provide Intimate Care

Use when parents/guardians authorise staff to assist their child with intimate care as needed.

Pupil Name: _____

Date of Birth: _____ Class: _____

Scope of Consent (tick all that apply):

- Toileting and associated personal hygiene
- Changing of continence pads / nappies / underwear
- Cleaning/washing after wetting/soiling/vomiting
- Dressing/undressing (including PE/swimming)
- Menstrual care
- Assistance with feeding (as per medical guidance)

Key Information:

Care will be provided by named staff in line with the school's Intimate Care Policy and the pupil's Individual Intimate Care Plan (where applicable).

Two adults will be within sight/hearing where possible; if one-to-one care is necessary, doors will remain slightly ajar and nearby staff will be aware.

All interventions are recorded and parents/guardians informed of incidents.

Medical notes / products to use (if any):

Parent/Guardian Consent:

I/We consent to the school providing intimate care for the above-named child as indicated. I/We will keep the school informed of any changes affecting this consent (e.g. medical treatment, infection, new products).

Name 1: _____ Signature: _____ Date: _____

Name 2: _____ Signature: _____ Date: _____

School acknowledgement (Principal/SENCo): _____ Date: _____

Home–School Supplies Agreement (Optional)

Use to clarify which supplies are provided by home vs school.

Pupil Name: _____

Item	Provided by Home	Provided by School	Notes
Spare clothes/underwear	<input type="checkbox"/>	<input type="checkbox"/>	
Pads/nappies/pull-ups	<input type="checkbox"/>	<input type="checkbox"/>	
Wipes/creams(if prescribed)	<input type="checkbox"/>	<input type="checkbox"/>	
Disposable Bags	<input type="checkbox"/>	<input type="checkbox"/>	
Other(specify)	<input type="checkbox"/>	<input type="checkbox"/>	

Parent/Guardian: _____ Date: _____

School Representative: _____ Date: _____