

Scope

This policy applies to John Lyon School, which comprises the 'Senior School' and the 'Prep School'. All references to 'the School' refer to John Lyon School except where otherwise specified.

Introduction

All children at the Prep School have the right to safety, privacy and dignity and are entitled to this at all times. At times, a child might require some help and support with intimate and personal care, which can include toileting, medical care, feeding, drinking, undressing and washing.

Occasionally a child might require assistance with their personal and intimate care needs. At all times, the adults involved in assisting a child should maintain the highest standards of safety, privacy, respect and dignity of the child. All children, dependent on their abilities, understanding, and maturity, will be encouraged to act as independently as possible. The nature, circumstances and context of the contact that adults have with children should comply at all times with professional codes of practice and professional standards. Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines and policies and be mindful of the needs of the children with whom they work.

Children who require help and support with intimate and personal care must have provided permission for intimate care. Children's permission should be actively sought wherever possible.

Definitions

Basic Care - basic care involves supporting children in a variety of needs, which do not include any form of intimate contact.

Intimate Care - intimate care involves supporting children with toileting and/or cleaning, where intimate physical contact may occur. This should be undertaken by adults who the child is familiar with.

Procedures in EYFS

In order to ensure the highest standards of safety, privacy, respect and dignity of the child, staff will:

- Ensure parents/carers have provided permission for intimate care.
- Complete and sign the care record after supporting pupils with intimate care.
- Adhere to this procedure.
- Make other staff aware of intimate and personal care tasks being undertaken.
- Explain to the child what is happening at all times.
- Ensure parents/carers are made aware of the intimate care provided.
- Avoid any unnecessary physical contact when children are in a state of undress.
- Announce their intention of entering the toilet area.
- Encourage appropriate behaviour by children with other children and adults at all times.
- Use and encourage appropriate language between themselves and children at all times.

Procedures in Years 1-6

The provision of intimate care for older pupils in the Prep, would be very rare and would only be provided where it would be detrimental to the health or welfare of the pupil not to. Staff would always ask permission from the pupil before providing intimate care and the pupil would be encouraged to provide as much of the care themselves, as far as this was possible.

When intimate care is required for a child in Years 1-6, two members of staff would assist. Every effort would be made to contact the pupil's parents or carers before providing intimate care. In the event that

parents or carers were uncontactable and it was deemed necessary to provide intimate care, they would be informed about the incident as soon as possible afterwards. The School Nurse keeps a log of any intimate care of pupils in Years 1-6 school.

The principles regarding ensuring the highest standards of safety, privacy, respect and dignity of the child and staff outlined for EYFS continue to apply.

Reviewed by: Head of Little Lyons

Implemented: June 2025

Review Date: June 2026

Appendix I - Permission for Intimate Care

Child's Name:	
Child's Date of Birth:	
Child's Address:	
Parent/Carer's Name:	
I have read the Intimate Care Procedure and give permission for my child to receive the assistance detailed if they require it (please sign):	
I will notify the school of any changes that might affect this provision (please sign):	
Date:	

Appendix 2 - Record of Intimate Care

[illegible]