



Victoria College Intimate Care Policy

May 2023

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Drafted by Mrs F Cromie/Ms F Harvey

VICTORIA COLLEGE BELFAST

INTIMATE CARE POLICY

1. Rationale

This policy is based on Guidance on the provision of intimate care (2018). This policy should be read alongside the College's Pastoral Care Policy and Safeguarding and Child Protection Policy. This policy reflects the College's inclusive ethos which seeks to ensure that all pupils are treated with dignity and that individual needs are met to ensure each pupil thrives.

2. Definition

Intimate care is any assistance that involves touching a child while carrying out a procedure that most children are able to do for themselves, but some are unable to manage without help. This may involve help with eating, drinking, dressing, and matters of personal hygiene such as washing and toileting. In some instances, more specialised intimate assistance may be needed for children with physical or medical difficulties.

3. Roles and Responsibilities

All school staff should receive child protection training, undertake to help children do as much as possible for themselves and develop each child's ability to achieve independence.

Staff should receive appropriate specialised training and be provided with facilities and equipment to ensure safety, privacy and dignity. An intimate care plan should be drawn up for each child requiring such assistance, carefully planned and agreed in consultation with parents and child. See Appendix 1,2 and 3. **Where there is an unplanned, one-off incident and a pupil needs assistance, the pupil should be encouraged to be independent as possible. The member of staff should check that the pupil is comfortable with any assistance that is offered. The member of staff supporting the pupil should take into account the college's Child Protection and Safeguarding Policy at all times.**

Provision should be monitored and care plans reviewed annually by the School Nurse, to ensure that policy and procedure is adhered to, and that children and staff remain comfortable with the College's arrangements.

4. Concerns

Any concern about the conduct of a staff member who is assisting a child with intimate care practice must be reported to the Designated Teacher for Child Protection in accordance with the College's Child Protection Policy.

5. Linked Documents

DENI 2001 Pastoral Care in Schools
DENI 2008 Evaluating Pastoral Care
DENI 2017 Safeguarding and Child Protection – A guide for schools
Pastoral Care Policy
Child Protection and Safeguarding Policy
SEN Policy
Health and Safety Policy
Period Dignity Policy

6. Review and Evaluation

This policy will be reviewed at least once every three years by the Board of Governors. The policy will be kept under review by senior members of staff who will keep Governors informed of any difficulties that may arise.

Appendix 1

School: _____

Permission for intimate care

Child:	
DoB:	
Address:	
Parent/guardian:	
I/we give permission for the assistance detailed overleaf to be provided to my/our child, and will advise the school of any change that may affect this provision.	
Signed:	
I, the child, give permission for the assistance detailed overleaf to be provided to me.	
Signed:	

School:		
Intimate care plan		
Pupil:	DoB:	
Diagnosis:		
Assistance:		
Timetable:		
Persons assisting:		
Alternative arrangements:		
Location/equipment:		

Designation	Signed	Date
Parent		
Pupil		
Assistant/s		
Principal		

Appendix 3

