

Personal and Intimate Care Policy



DOCUMENTS CONSIDERED:

[Intimate care of children | NSPCC Learning](#) (2024)

INTRODUCTION

At Sheffield Vineyard, we recognise that all children have the right to have their personal and intimate care needs met, whilst ensuring that their safety, dignity and privacy are maintained and respected. This document is to be read and followed alongside the Safeguarding Policy.

Children of any age may require personal or intimate care, either regularly or occasionally, depending on their individual needs. This depends on many factors, including age, developmental stages and any additional needs that they may have.

This policy is general guidance. If individuals attending a Sheffield Vineyard children's event require more than the level of care advised in this document, a risk assessment should be conducted, and a care plan written with the child's parents/carers.

DEFINITIONS

Intimate care refers to the activities involved in meeting the personal care needs of a child who requires *direct or indirect contact with or exposure of private parts of the body, such as:*

- Changing nappies, underwear, etc.
 - Helping a child use the toilet
- NSPCC (2024)

Personal care includes other activities, such as feeding, changing outer layers of clothing, washing non-intimate body parts (e.g., hands or feet), and prompting children to use the toilet.

ADULT SUPPORT FOR CHILDREN

Where possible, all intimate and personal care should be provided by parents, carers, family members, or those with childcare responsibilities for the child. This is in line with our Safeguarding Policy. In instances where this is not possible, such as during holiday clubs where these adults may not be present, this policy provides guidance to ensure their privacy and dignity are prioritised.

All staff and volunteers who support children with personal or intimate care must be DBS-checked in line with the Safeguarding Policy.

PERFORMING PERSONAL AND INTIMATE CARE

When personal and intimate care is required in the absence of a parent or guardian, care should be carried out by two SV Kids team members; one will have responsibility for directly carrying out the care needed, while the other will be present (in close proximity) in a supervisory role. At Birkdale School, any personal and intimate care should be undertaken in the 'everyone' toilet.

Personal and Intimate Care Policy



The child's guardians should always be informed of every occasion on which intimate care was provided and the reason for it.

Children should be supported at all times to feel comfortable and safe with the adults who are supporting them. Explanations should be provided at every opportunity, and the child should be supported to feel comfortable throughout the care process.

If an older child is wet or soiled themselves, they should be encouraged to attend to their needs as independently as possible. Adults should be on hand to support if required.

Good hygiene practices should be followed at all times. Mats should be wiped down, gloves worn at all times, and waste disposed of appropriately.

CARE FOR INDIVIDUALS WITH LEARNING DISABILITIES (LD) AND SPECIAL EDUCATION NEEDS (SEN)

Support for children with learning disabilities or SEN should always be provided on a 2:1 basis. A risk assessment conducted with the child's parent or primary caregiver should be written and followed to ensure that the child feels safe and supported at all times. Adults should be familiar with the child, trusted by the child, and have had time to build a relationship prior to providing intimate care.

ADDITIONAL CONSIDERATIONS

Supporting adults should be aware that they are supporting children at their most vulnerable when providing intimate care, and therefore at a heightened risk of abuse. Adults should also be aware that, in providing personal and intimate care, children may use the quieter, more focused environment to make a disclosure of abuse. Equally, adults may notice signs of abuse when providing care. All adults should be confident in their understanding of the Safeguarding Policy and the routes for reporting a concern, should this be required.