



Intimate Care Policy

Overview and Intent

Kinetic Sports Group is aware that some children may require support from members of staff for personal care, including toileting. Examples of situations may include but are not limited to age of the child, stage of development, disability or medical need or illness. The support may be short term or long term and we are committed to ensuring that children are safe and are treated with dignity and respect.

Legal Context

This policy takes in to account the following legislation and best practice guidance:

Early Years Foundation Stage Statutory Framework 2021

Equality Act 2010

Children Act 1989

SEND code of practice: 0 – 25 years 2015

Management of Health and Safety at Work Regulations 1999

Safeguarding disabled children: practice guidance

Working Together to Safeguard Children 2018

Procedures

- We will work with parents, carers and external colleagues to promote toilet training, unless there are medical reasons why this is not appropriate. We will endeavour to ensure the child is as independent as possible and staff will not carry out unnecessary tasks that the child can do for themselves

- Parents and carers are expected to provide changes of clothes and any continence items, as required or expected
- Where a child is not able to be fully continent, we will ensure that a care plan is written to ensure their needs are clarified and met. The child will be included in discussions about the care plan, unless this is clearly inappropriate. Relevant healthcare professionals including school colleagues may also be consulted. Where there is a care plan in place by the school where we are providing a service, we will follow the school's care plan.
- Kinetic Sports Group will ensure that anyone who undertakes intimate care is an employee and has had appropriate safeguarding checks. Only those staff named on the individual care plan will be involved in providing support with intimate care to a child. We will ensure that sufficient staff are named on care plans and available to provide the required support in all foreseeable circumstances. If, in exceptional circumstances, none of the named staff members for an individual are available, we will contact the parents or carers for consent to involve a different member of staff and permission will be sought from the child, as appropriate
- Only in an emergency would staff undertake intimate care that has not been agreed with the parents or carers, for example a child has an unexpected toileting accident. This act of care would be reported to the venue lead and to the parents or carers as soon as possible after the event. The reasons for this and the care undertaken would be documented by the staff member who had delivered the care. Intimate care should only take place if the child is unable to carry out the tasks themselves.
- A written record will be kept of all support with intimate care. This will include the date and time of the care, who was present and any care given that has differed from the care plan, together with the reason for this. Any changes in the child's behaviour or appearance will be documented and reported to the venue lead, in line with the safeguarding policy.
- Staff will communicate carefully with children, using their usual communication method, to discuss their needs and preferences. Wherever possible the child's wishes and preferences will be taken into account.
- Staff will take into account the religious views, beliefs and cultural values of the learner and their family as far as possible when undertaking personal care.
- Kinetic Sports Group will work with the learner to promote positive self-esteem and body image and independence with self-care as far as is appropriate and practical.
- Kinetic Sports Group will ensure that all staff are aware of the need for confidentiality. Personal and sensitive information will only be shared with those who need to know.

- We expect all staff to act according to our safeguarding policy and procedures if there are any concerns for the child's wellbeing.

Date	Summary of Changes	Other Comments
26 th March 2026	No Changes	Revision due 26/3/2027