



<p style="text-align: center;">Intimate Care Assistant</p> <p style="text-align: center;">Reports to: SEND Manager</p>
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1. Job Purpose

To provide dignified, sensitive and appropriate intimate care support to students with additional needs, ensuring their safety, wellbeing and inclusion within the school environment. The role supports students in accessing education by promoting independence, self-esteem and personal development, while adhering to safeguarding and health care protocols.

2. Key Responsibilities

Intimate Care and Personal Support

- Provide personal and intimate care to students, including support with toileting, changing, hygiene and medical needs such as suction, in accordance with individual care plans.
- Assist students with dressing, feeding and mobility where required.
- Maintain student dignity, privacy and respect at all times.
- Follow all manual handling guidance, using equipment where appropriate (e.g. hoists, specialist seating).

Student Welfare and Safeguarding

- Ensure all care procedures comply with the school's safeguarding and child protection policies.
- Report any concerns about a student's welfare, health or dignity immediately in line with procedures.
- Support students' emotional wellbeing during care routines.

Supporting Learning and Inclusion

- Enable students receiving intimate care to access the curriculum and participate fully in school life.
- Work collaboratively with teachers and support staff to ensure continuity of learning.
- Promote independence and encourage students to develop self-care skills wherever possible.

Health and Safety

- Follow individual healthcare plans, risk assessments and hygiene protocols.
- Ensure the safe use and maintenance of equipment and facilities.
- Adhere to infection control procedures and use appropriate personal protective equipment (PPE).

Record Keeping and Communication

- Maintain accurate, confidential records of care provided in line with school procedures.
- Communicate effectively with relevant staff, parents/carers and external professionals where appropriate.

Professional Responsibilities

- Participate in relevant training (e.g. safeguarding, manual handling, first aid, medical conditions).
- Work as part of a team and contribute to a positive, inclusive school culture.
- Uphold the school's values and policies at all times.

Additional Duties

- Undertake any other duties commensurate with the role, as directed by the line manager.

3. Person Specification

Essential Criteria

Qualifications and Training

- Good standard of education (e.g. GCSEs or equivalent in English and Maths).
- Willingness to undertake relevant training (e.g. safeguarding, manual handling, intimate care procedures).

Experience

- Experience of working with young people, ideally in an educational or care setting.
- Experience supporting individuals with additional needs (e.g. SEND, physical disabilities) is desirable.

Knowledge and Understanding

- Understanding of safeguarding and child protection responsibilities in schools.
- Awareness of the importance of dignity, privacy and respect in intimate care.

- Understanding of health and safety and hygiene procedures.

Skills and Abilities

- Ability to provide sensitive and respectful personal care.
- Strong communication skills (verbal and written).
- Ability to work effectively as part of a team.
- Ability to follow care plans and instructions accurately.
- Calm, patient and empathetic approach.

Personal Qualities

- Compassionate and respectful attitude towards young people.
- High level of professionalism and discretion.
- Reliability and commitment.
- Emotional resilience when dealing with sensitive situations.
- Commitment to equality, diversity and inclusion.

Desirable Criteria

- Relevant qualification in care, childcare, or SEND support (e.g. Level 2/3 Teaching Assistant or Health & Social Care).
- Experience of providing intimate care in a school or care environment.
- First aid training.
- Knowledge of specific conditions (e.g. cerebral palsy, autism, medical needs).