

Hoo St Werburgh
Primary School

&

The
Marlborough



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&
The Marlborough

Touch Policy

October 2025

Signatories		
Head of School	Mrs L Boffa	
Executive Head	Mrs E Poad	
Chair of Governors	Mrs A Costidell	

Members of Staff Responsible:	
Mrs L Boffa	Head of School – Hoo St Werburgh Primary School
Mrs J Gallacher	SENDCo – Hoo St Werburgh Primary School
Mrs L Kennett	Head of School – The Marlborough
Mrs K Speller	SENDCo – The Marlborough

Review	
Dated	October 2025
Next Review	Yearly – October 2026

Introduction

Here at Hoo St. Werburgh Primary School & The Marlborough, we see touch as an everyday act of communication by a physical means to indicate approval, affection or sympathy. Pats on the shoulder, a held hand or an arm around a shoulder are powerful and appropriate actions. Touching can be a positive reinforcement to relationships and a comfort in times of distress. It can also be an effective reinforcement to academic achievement.

Policy Statement

Staff should only ever be making physical contact with the upper part of the body and this primarily should be the hands, arms and shoulder area. If pupils attempt to sit on staff members laps, staff should sit on the floor with the child to the left or the right of them. Never should a pupil be sat between the legs.

When offering comfort or reassurance, staff should be encouraged to use a side hug rather than a front-on embrace. This approach maintains boundaries while still providing warmth and support. It ensures safeguarding and uphold the school's standards for safe physical contact.

Personal Care

There may be aspects of personal care which fall within this policy such as

- helping a child to rub in suncream to face, neck and ears.
- tying hair back
- undoing a stuck button when getting changed for PE

Younger pupils should be able to rub their own suncream into their forearms and lower legs but it is appropriate to give assistance with this as well if needed. It should be noted that pupils should be encouraged to undertake as much personal care for themselves as possible.

Intimate Care

In certain circumstances, it may be necessary to support pupils with toilet training or personal hygiene due to medical conditions such as bowel issues linked to autism, special educational needs (SEN), or developmental delays. These situations are addressed under the school's dedicated *Intimate Care Policy*, which should be consulted for guidance. Please note that intimate care is **not** covered by the Touch Policy

Safeguarding Staff and Pupils

Staff should always be mindful of the physical context of their actions. If accusations of inappropriate physical contact with pupils are made then these accusations can only be proven unfounded if witnesses are present. Touching as previously defined should be carefully considered or avoided in conditions that are private and in areas where there is no open access.

