

DUNCLUG PRIMARY SCHOOL

Intimate Care Policy



Date of policy implementation: September 2015

Review: June 2017

From time to time in school young children need assistance with intimate care, i.e. help with changing of clothes and cleaning after a wetting, soiling or vomiting incident. It may be that they need general help or that they have had a 'little accident' and may need to change. Parents of Primary 1 children and of those children who have specific toileting needs are asked to keep clean underwear i.e. vest, pants and socks in their schoolbag.

In the situation where a child needs some assistance with intimate care, a member of staff will help by taking the child to an appropriate area and provide appropriate assistance. Another member of staff should be informed so that there is openness and shared information about what help was given. It should be noted that by the time a child starts school he/she will normally be expected to be independent in terms of their use of toilet facilities.

Should a child wet him/herself, school staff will help by providing spare clothing if available. Encouragement will be given if the child is able to change clothing independently, however if help is needed, and the child is willing to receive it, staff will assist. Again this assistance must not be given without another member of staff being made aware of it. If this situation does occur the parent will be informed by note that day and we will keep a written record of the incident(s) on our official form. We will use children's initials to provide anonymity and we will also use the code letters W, S and V (Wetting, Soiling or Vomiting). The forms will be kept in a file in the school office.

If a child soils their clothes in school, the parent or other appropriate contact person will be contacted to take the child home.

Should they not be available to help or we are unable to contact them, then the child's clothes will be changed for their own comfort. The same set of guidelines as mentioned previously will apply. When helping children with intimate care, we will aim to provide them with the appropriate level of caring support whilst minimising as far as possible the level of physical contact with the child in intimate body regions (unless this level of contact is required in the cases of children with special needs. Occasionally children with Special Educational Needs may require a higher level of assistance at the toilet. These requirements will be specified on their Statements and provision made to meet the requirements by named learning support assistants.)

These procedures may seem very business-like, but they are designed to protect both pupils and staff. We need to make sure that we operate a system which is open and yet caring. We have every intention of maintaining our level of care and support for the children. However, in the light of recent developments and legislation in our province we have sought to clarify our procedures.

Should any member of staff have concerns about a child or a situation they should report these to a Deputy Designated Teacher (Mrs C Hood) or to the Principal/Designated Teacher (Mrs P Boyd). If a parent or carer has concerns about a child or questions about a situation in school, they should contact the Principal.

We believe that the positive working relationship between home and school is a major factor in providing care and security for the children. This working relationship thrives upon openness, effort and trust. We will do all in our power to promote this in our dealings with children, parents and the wider community.

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Intimate Care Procedures

I have read the school Policy on Intimate Care and I give consent to designated staff members in Dunclug PS to assist my child/children whenever necessary, I understand that intimate care can include:

- Toileting
- Feeding
- Washing
- Changing Clothes
- First – Aid and Medical Assistance
- Supervision of a child involved in intimate self-care

Names of children for whom my permission is given:

Parent/Guardian's Signature:

Date: _____