

Intimate Care and Toileting Policy

St. Nicholas' N.S.

Introduction

- Intimate care is any caring procedure which involves attending to a student when he/she is undressed or partially dressed, washing (including intimate parts), helping to use the toilet, changing nappies or carrying out a procedure that requires direct or indirect contact with an intimate area of a student, or any procedure carried out while the student is in a state of whole or partial undress.
- The supervision of students while they are dressing and undressing will also be considered as intimate care.

This policy and related procedures have been developed bearing in mind that all physical contact between staff and students:

- Should be aimed at meeting the needs of students
- Should respect the dignity of each student
- Should be consistent with professional integrity of staff members

Policy Rationale

The aim of the policy is to increase knowledge, enhance skills and promote good practice in this sensitive area.

All staff will be made aware of the standards expected of them.

Intimate care will be carried out only by regular school employees.

Relationship to the School Ethos

All students and staff members have the right to feel safe and be treated with dignity and respect

The following procedure will apply in cases of

- Wetting
- Soiling
- Vomiting on clothes

At all times we will maintain the privacy and dignity of the child.

Children with Specific Toileting/Intimate Care Needs:

- In all situations where a pupil needs assistance with toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school
- Parents/guardians, principal teacher, class teacher, SNA, and if appropriate, the pupil, will attend
- The specific care needs of the child, and how the school will meet them, will be clarified
- Personnel involved in this care will be identified
- Provision for occasions when staffs are absent will be outlined. Any change of personnel will be discussed with the pupil, if appropriate
- Two members of staff will be present when dealing with intimate care needs

- Any changes will be discussed with parent/guardian and pupil and noted in writing to the pupil's file
- As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes etc. if appropriate
- A written copy of the agreement will be kept on the pupil's file
- Parents will be notified of any changes from agreed procedures
- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs
- Staff will wear protective gloves

Toileting Accidents:

- Changes of clothes will be kept in a bag in the Junior classroom. This includes underwear, socks, trousers/leggings and tops. A supply of wipes will be kept in the school
- In the first instance, the pupil will be offered fresh clothing to clean and change him/herself
- If, for any reason, the child is unable to clean or change themselves, an older sibling will be asked to help
- The teacher/SNA/SNAs will assist the child only if necessary. Two members of staff should assist. Staff should wear protective gloves. These are kept in the cleaning store.
- If the child has soiled him/herself, parents will be contacted in order to bring their child home. In the event that a parent cannot be contacted the teacher/SNA will do all that is necessary to make the child comfortable.
- Parents will be notified of these accidents
- Wet/soiled clothes will be put in a plastic bag and parents will be informed of what has happened when they collect their child. Parents are asked to return the clothes given to their child, washed and ready for use.
- A record of the incident will be kept

This policy was ratified by the Board of Management in February 2019.

Date of review: 2021

Signed by: *James Clarke* (Chairperson of the BOM)

Date: February 2019