

Toileting & Intimate Care Needs Policy

Summerhill Primary School

September 2018

Children with Specific Assessed Toileting/Intimate Care Needs:

- In all situations where a pupil has been assessed with Toileting/intimate care need, a meeting will be convened, as soon as possible after diagnosis.
- Parents, Guardians, Principal, Class Teacher, SNA, relevant outside professionals 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 staff are absent will be outlined. Any change of personnel will be discussed with the pupil, if appropriate.
- Any changes will be discussed with parent/guardian and pupil if necessary.
- Parents will be requested to provide all necessary items associated with their child's toileting and intimate care needs, as per the child's care plan.
- As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes etc.
- Parents will be asked to sign the Toileting and Intimate Care Permission form and a copy of the parental permission will be kept on the pupil's Care Plan.
- 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.

Staffing Levels:

- Careful consideration will be given to individual situations to determine how many adults should be present during intimate care procedures. Where possible, one pupil will be cared for by one adult unless there is a sound reason for having more adults present. In such a case, the reasons will be documented in the pupil's Care Plan.

Toileting Accidents:

- In the case of a toileting accident, parents will be contacted when necessary and requested to bring in a change of clothing for their child, if this has not already been supplied.
- Where accidents are likely to occur, parents will be requested to provide daily changes of clothes.
- Parents will be notified of any toileting accident which occurs during the school day.

Showering:

- In the case of a toileting or vomiting incident which requires a complete change of clothes, the school staff will act in "loco parentis" and will shower the child where necessary. Two members of staff will be present when a child who needs assistance must be showered. The dignity and privacy of the child will be respected at all times. The promotion of self-care will be encouraged.

Toileting and the Playground:

- Teachers and SNAs should encourage children to use the toilet before leaving the classroom for outdoor breaks. Children needing to come in from the yard during break time to use the toilet should, therefore, be the exception rather than the norm. In the event that a child needs to use the toilet while on playground, a member of staff will accompany the child to the foyer. The staff member remains in full view of the yard and the front office. The child will use a toilet in close proximity to the foyer. The staff member will ensure that the child returns safely to the playground. Should a child require assistance in the toilet, the staff member will call on a colleague before providing assistance. The dignity and privacy of the child will be respected at all times.

Challenging Behaviour:

- In the case of challenging behaviour where a child refuses toileting, dressing or intimate care assistance, parents will be contacted immediately and will be requested to come to the school in the best interest of the child’s dignity, health and safety.

Child Protection:

- Child Protection procedures will be adhered to at all times, in accordance with the School’s Child Safeguarding Statement. All members of staff carrying out intimate care needs have been Garda vetted. If a child makes an allegation about a member of staff, this will be investigated in accordance with agreed procedures.

Signed: _____
(Chairperson of Board of Management)

Signed: _____
(Principal)

Date: _____

Date: _____

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Permission Form

I/we give my/our permission for our child, (name) _____ 's toileting/intimate care needs to be looked after in line with **Summerhill Primary School Toileting & Intimate Care Needs Policy**.

Signed

Parent/Guardian

Parent/Guardian

Date:
