

Intimate Care and Toileting Policy



**Bowesfield
Primary School**

Bowesfield Primary School

November 2020

Date approved by Governing Body: 11.12.20.
Review Date: November 2021

The United Nations Convention on the Rights of the Child

Article 3 (best interests of the child) The best interests of the child must be a top priority in all decisions and actions that affect children.

Article 12 (respect for the views of the child) Every child has the right to express their views, feelings and wishes in all matters affecting them, and to have their views considered and taken seriously.

Article 19 (protection from violence, abuse and neglect) Governments must do all they can to ensure that children are protected from all forms of violence, abuse, neglect and bad treatment by their parents or anyone else who looks after them.

Article 23 (children with a disability) A child with a disability has the right to live a full and decent life with dignity and, as far as possible, independence and to play an active part in the community. Governments must do all they can to support disabled children and their families.

Article 34 (sexual exploitation) Governments must protect children from all forms of sexual abuse and exploitation.

At Bowesfield Primary School we are committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children and young people will undertake their duties in a professional manner at all times. We are committed to ensuring that children are treated with sensitivity and respect.

Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are too young to or are unable to do. Intimate care tasks are associated with bodily functions, body products and personal hygiene that requires direct or indirect contact with intimate personal areas. Examples include support with dressing and undressing (underwear), changing nappies, helping someone use the toilet or washing intimate parts of the body, cleaning a pupil who has soiled him/herself or vomited. It is also associated with other accidents that may require a child to remove their clothes. These include changes required as a result of water play, messy play, sickness and weather. Very young or disabled pupils may be unable to meet their own care needs for a variety of reasons and will require regular support.

Practicalities

Many children will be toilet trained and out of nappies before they begin at school or nursery. However, we recognise that children will join Bowesfield Primary school, having reached differing levels of independence and development in toileting and self-care. From time to time some children will have accidents and need intimate care. In addition to this, children and young people with disabilities and medical conditions are included in mainstream settings. A significant number of these pupils require adult assistance for their personal and intimate care needs. In order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are always allowed to go. As they progress through school they are encouraged to use the toilet during break times if possible, though allowances are made for children who cannot manage this. Children in the EYFS have access to the toilet whenever they need to and are encouraged to be as independent as is age and developmentally appropriate. They are reminded at regular times to go to the toilet and are also encouraged to wash their hands after the toilet.

Role of staff

EYFS staff have access to a dedicated changing room with access to warm water. There is also a stock of baby wipes, plastic bags and disposable protective gloves for staff to use. If a child soils him/herself during school time, one member of the EYFS staff (teacher, teaching assistant, meals supervisor) will help the child:

- Remove their soiled clothes.
- Clean skin (this usually includes bottom, genitalia, legs, feet).
- Dress in the child's own clothes or those provided by the school.
- Wrap soiled clothes in plastic bags and give to parents to take home.

At all times the member of staff pays attention to the level of distress and comfort of the child. If the child is ill the member of staff will telephone the parent/carer. In the event a child is reluctant to accept intimate care and finally refuses, the parent/carer will be contacted immediately. Our intention is that the child will never be left in soiled clothing, and as soon as a member of staff is aware of the situation, she/he will clean the child. The member of staff responsible will check the child regularly and ensure that he/she is clean before leaving to go home. The child will experience only positive encouragement and praise for his/her efforts to manage toileting. Staff will avoid drawing attention to such events and positively encourage the child in his/her efforts to gain these skills.

The management of all children with intimate care needs is carefully planned.

Where specialist equipment and facilities above that currently available in the school are required, every effort will be made to provide appropriate facilities in a timely fashion, following assessment by a Physiotherapist and/or Occupational Therapist.

There is careful communication with any pupil who requires intimate care in line with their preferred means of communication to discuss needs and preferences.

Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation.

Pupils will be supported to achieve the highest level of independence possible, according to their individual condition and abilities.

Individual care plans will be drawn up for any pupil requiring regular intimate care.

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.

Intimate care arrangements will be discussed with parents/carers and recorded on the care plan on Tapestry.

The needs and wishes of children and parents will be taken into account wherever possible, within the constraints of staffing and equal opportunities legislation.

Child Protection

Child Protection and Multi-Agency Child Protection procedures will be adhered to at all times. All members of staff carrying out intimate care procedures have enhanced DBS. Students should only do so under the supervision of a trained member of staff. It is not appropriate for volunteers to carry out intimate care procedures. If a child makes an allegation about a member of staff, this will be investigated in accordance with agreed procedures.

Disabilities

The Governing Body recognises its duties and responsibilities in relation to the Disability Discrimination Act which requires that any child with an impairment that affects his/her ability to carry out normal day-to-day activities must not be discriminated against.

Role of parents/carers

When EY children are showing signs of being ready to be toilet trained parents are expected to discuss this with staff so we can work together to support the child in becoming more independent. Where a child has continuing incontinence problems (including children beyond EYFS), parents are expected to provide a complete set of spare clothes and baby wipes.



Bovesfield Primary School

Northcote Street
Stockton-On-Tees
TS18 3JB
☎: (01642) 601890

Permission form for intimate care

Dear Parent / carer,

If a child wets or soils themselves whilst they are in school, it is important that measures are taken to have them changed and if necessary cleaned as quickly as possible. Our staff are experienced at carrying out this task if you wish them to do so or, if preferred, the school can contact you or your emergency contact who will be asked to attend without delay.

Bovesfield Primary School has an Intimate Care Policy which is available to view on our website. A printed copy can be obtained from the school office.

Please fill out the permission slip below stating your preference.

Yours sincerely

Emily Hodgeon

Head Teacher

Name of Child.....

Class.....

Please tick ONE.

- I give consent for my child to be changed and cleaned if they wet/soil themselves whilst in the care of Bovesfield Primary School.
- I do not give consent for my child to be changed and cleaned if they wet or soil themselves. The school will contact me or my emergency contact and I will organise for my child to be cleaned and changed. I understand that in the event that I or my emergency contact cannot be contacted, the staff will act appropriately and may need to come into some level of physical contact in order to support my child.

Signature of Parent/Carer.....

Date.....