

# Intimate Care and Toileting Policy

## 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, 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
- SNA will be present when dealing with intimate care needs. Where possible stands in doorway and where further care is required the door to toilet is kept slightly ajar.
- 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
- Parents will be notified of any changes from the 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:

- A supply of clean underwear, wipes, track-suit bottoms etc will be kept in the school
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves
- If, for any reason, the child is unable to clean or change themselves, the procedure outlined by parents will be followed
- If staff must clean /change the child, two members of staff where necessary, familiar to the child will attend to him/her
- Parents will be notified of these accidents
- A record of the incident should be kept

This Intimate Care and Toileting Policy was adopted by the BoM on the:\_\_\_\_\_

Signed:

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Chairperson of BoM.