

Tang Hall Primary School



Policy for toileting and intimate care

Toileting and Intimate Care Policy

Updated due to Covid 19 restrictions 1st June 2020

All children at Tang Hall Primary School and Nursery have the right to be safe and be treated with dignity, respect and privacy at all times so as to enable them to access all aspects of our school.

This policy sets out clear principles and guidelines on supporting intimate care with specific reference to toileting. It should be considered in line with our Safeguarding Policy, Health and Safety Policies and Administering of Medicines policy.

This policy supports the safeguarding and welfare requirements of Early Years Foundation Stage (EYFS) 2014 (updated April 2020 due to COVID 19) and the Disability Discrimination Act 2005: Tang Hall Primary School and Nursery will ensure that:

- No child's physical, mental or sensory impairment will have an adverse effect on their ability to take part in day to day activities.
- No child with a named condition that affects personal development will be discriminated against
- No child who is delayed in achieving continence will be refused admission
- No child will be sent home or have to wait for their parents/carer due to incontinence
- Adjustments will be made for any child who has delayed incontinence

Intimate Care Tasks – cover any tasks that involves the dressing and undressing, washing - including intimate parts, helping someone use the toilet, changing nappies or carrying out a procedure that requires direct or indirect contact to an intimate personal area.

Partnership with Parents/Carers – Staff/ Child's keyworker at Tang Hall Primary School and Nursery works in partnership with parents/carers to provide care appropriate to the needs of the individual child and together will produce a care plan. The care plan will set out:

- What care is required
- Number of staff needed to carry out the task (if more than one person is required the reason will be documented)
- Additional equipment required
- Child's preferred means of communication (e.g. visual, verbal). Agree terminology for parts of the body and bodily functions
- Child's level of ability i.e. what tasks they are able to do by themselves
- Acknowledge and respect for any cultural or religious sensitivities related to aspects of intimate care
- Be regularly monitored and reviewed in accordance with the child's development

Changes in circumstances – Covid 19 – During this time it is imperative that any child needing intimate care continues to be safe and cared for. Each week a member of staff will be designated the most appropriate person to deal with any intimate care needs within each group of children.

This member of staff will:

- Have access to PPE (face mask, gloves and an apron) for use during intimate care
- Be well known to the child/ren and be one the child/ren are comfortable with

- Be employed by Pathfinder Multi Academy Trust and will be a permanent member of staff at Tang Hall Primary School
- Have been checked against the relevant DBS barred list and must prove permitted to engage in intimate care procedures
- Have received the appropriate training to enable them to care for the child/ren appropriately. The member of staff will adhere to the school's policy

The Nursery and Reception have a nappy changing facility within the class toilet area. This allows for privacy for a child having their nappy changed, whilst being close to all other adults on site to ensure all children are safeguarded. This area is also used for any child who may need changing due to other circumstances, such as wetting or soiling themselves.

Parents/Carers are asked to supply the following (delete as appropriate):-

- Spare nappies
- Wipes, creams, nappy sacks etc
- Spare Clothes
- Spare underwear

Best Practice – When intimate care is given, the member of staff explains fully each task that is carried out and the reason for it. Staff encourage children to do as much for themselves as they can. Lots of praise and encouragement will be given to the child when they achieve.

Safeguarding – Staff are trained on the signs and symptoms of child abuse.

If a member of staff is concerned about any physical or emotional changes, such as marks, bruises, soreness, distress etc they will inform the Designated Safeguarding Lead immediately. The Safeguarding Policy will then be implemented.

Should a child become unhappy about being cared for by a particular member of staff, the Designated Safeguarding Lead / Manager/Playleader will look into the situation and record any findings. These will be discussed with the child's parents/carers in order to resolve the problem. If necessary the Designated Safeguarding Lead /Manger/Playleader will seek advice from other agencies.

If a child makes an allegation against a member of staff, the procedure set out in the Safeguarding Policy will be followed.

Dealing with body fluids – Urine, faeces, blood and vomit will be cleaned up immediately and disposed of safely. When dealing with body fluids, staff wear protective clothing (disposal plastic gloves and aprons) wash themselves thoroughly afterward. Soiled children's clothing will be bagged to go home – staff will not rinse it. Children will be kept away from the affected area until the incident has been completely dealt with.

All staff maintain high standards of personal hygiene, and will take all practicable steps to prevent and control the spread of infection.

This policy aims to manage risks associated with toileting and intimate care needs and ensures that employees do not work outside the remit of their responsibilities set out in this policy.