

St. Mary's College Junior School



Intimate Care and Toileting Policy

Introduction

Intimate care is any caring procedure which involves attending to a student when he is undressed or partially dressed, washing (including intimate parts), helping to use the toilet 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 student should be aimed at meeting the needs of students, should respect the dignity of each student and 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 by regular school employees only.

Relationship to the School Ethos

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

Aims and Objectives

The aims of this policy are to ensure that the dignity and privacy of the student involved is paramount and to develop a framework of procedures whereby intimate care requirements are dealt with in an appropriate manner

Students with Specific Toileting/Intimate Care Needs:

- In all situations where a student needs assistance with toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school.
- The specific care needs of the student and how the school will meet them, will be clarified
- Personnel involved in this care will be identified
- Two members of staff will be present when dealing with intimate care needs
- As far as possible, the student will be involved in identification of his personal requirements
- A written copy of the agreement will be kept on the student's file
- Parents/Guardians will be notified of any changes from agreed procedures

Wetting Procedures

At all times, the dignity and privacy of the student will be paramount in addressing intimate care needs.

- A supply of clean underwear, wipes, school uniform/tracksuit will be kept in the school office and infant classrooms
- Immediate staff response involves calm reassurance and gloves for hygiene
- In the first instance, the student will be offered fresh clothing to clean and child independence will be encouraged where possible
- A designated adult (teacher/SNA) escorts the child to a private toilet area; a second adult is informed and nearby for supervision
- Soiled items go into a sealed plastic bag for home return
- Parents will be notified of any accident
- A record of the incident will be kept

Soiling/Vomiting Procedure

- Parents contacted immediately for collection; child made comfortable (e.g., seated, wipes provided)
- Staff avoid full clean-up—focus on containment; child stays home 48 hours post-diarrhoea/vomiting
- Cubicle entry requires two adults present; any distress reported to class teacher/DLP.

Communication

School procedures will be outlined to parents/guardians at annual induction meetings. This policy is available on our school website.

Review

This policy will be reviewed every 3 years or sooner if deemed necessary.

Ratification and Implementation

This policy was ratified by the Board of Management on 3rd February 2026.