

Gaelscoil Aodha Rua

Policy for Intimate Care



Context of the Policy

The UN convention of the Rights of the Child (1991) states:

“Children have the right to be as healthy as possible, live and play in a safe, healthy, unpolluted environment and benefit from preventative health care and education”.

Statement of Intent

The aim of this policy is to work in partnership with parents to help children to develop a healthy interest in; and understanding of; how to look after their own personal needs. We also wish also to discuss and agree the health and safety and child protection issues between the staff of the school and you, the parent, in the case of the need arising for a member of staff to undertake duties of an intimate care nature with your child during the school day.

Incidents covered by this policy

Incidents when a child needs to be changed or cleaned as a result of sickness, toileting or wetness during water play.

Background

Here at Gaelscoil Aodha Rua, we aim to foster a good level of understanding and independence in our pupils with regards to personal hygiene practice; such as hand-washing before eating and after using the toilet. In the same context, we encourage children to recognise and to indicate if they wish to use the toilet and to be able to carry out toileting and cleaning tasks independently. On entry to Rang a 1/P1, it is a reasonable assumption that most children are toilet trained and can carry out tasks relating to personal care without assistance, even in the case of toiletry accidents or wetness due to water play or sickness.

However, we recognise that there may be exceptions to this, where specific medical, developmental or educational needs are identified.

In the case of specific medical or educational needs, we ask that parents ensure that they provide us with the relevant information, prior to the child's commencement at Gaelscoil Aodha Rua. The case of each individual child will be discussed by parent and teacher and any specific intimate care procedures agreed, in the form of an Individual Care Plan. It will be our utmost priority to maintain the privacy, comfort and dignity of your child at all times.

Procedures

During the school day, children have independent use of toilet facilities and will be encouraged to carry out all tasks of a personal and intimate nature independently.

The Foundation Stage toilets are directly beside the Rang 1 class-room and the children can self-register their names on the chart at the class-room door, to indicate that they are at the toilet.

In the case of toiletry accidents / sickness / wetness through water play where a child needs to be cleaned / clothes need to be changed, the following procedures will be put into place, so long as the staff have received a signed parental permission slip permitting them to do so:

Supervisory Arrangements

It is our policy that two members of staff to be present on all occasions where a child requires assistance of an intimate care nature. The following supervisory arrangements will be in place for all incidents of a personal care basis:

In the case of a child who can carry out their personal care independently:

- The class teacher will undertake all duties of an intimate care nature. If the class teacher is absent / on a training course, the class-room assistant will undertake these duties, leaving the substitute teacher in charge of the remainder of the class.
- The class teacher will inform the class-room assistant that an 'intimate care' incident has arisen and ask her to supervise the remainder of the children whilst the teacher attends to the child in question.
- If a child is fairly independent, the teacher will simply provide the child with the necessary equipment e.g. wipes, change of underwear / change of clothes. The child will be encouraged to carry out the cleaning and/or changing process independently, according to their ability to do so.
- The child will carry out these cleaning and changing tasks in the toilet with the door closed. The teacher will wait outside and periodically re-assure the child verbally from the hallway.
- Soiled clothing will be put in a plastic bag, sealed and discreetly given to parent at end of that day.
- The parent will be discreetly informed of any such incident and asked to sign incident report book at the end of the day.

In the case of a child who is unable to carry out their personal care independently:

We recognise that circumstances may arise when a child who is usually independent is unable to clean / change himself / herself or when a child has identified medical/educational needs and is unable to cater for their personal care independently. In these circumstances, so long as we have received written permission from the parent and in order to preserve the comfort and dignity of the child, the class teacher and a second staff member will intervene and assist the child. If an incident arises where a child needs direct assistance with cleaning / changing, the following procedures will be followed:

- The class-teacher will ask for the class-room assistant to settle the remainder of the class into a seating position.
- The class-teacher and the second staff member will accompany the child to the toilet.

- The class-teacher and second staff member will encourage the child to remain in the toilet with the door closed over, to preserve the dignity of the child from the open doorway, but not locked. The teacher will wait outside the toilet door on the child and will provide the child with wipes/alternative clothing and will only offer direct assistance where the child is unable to manage independently.
- The class-teacher will re-assure and instruct the child on what they need to do to ensure their personal hygiene and comfort, however the **teacher will not usually directly or physically clean the child** on a skin to skin basis, unless this is unavoidable and to prevent the child being in further distress.
- When the child is settled, all soiled clothing will be put in a plastic bag, sealed and discreetly given to parent at the end of the day.

Where a child has had to be changed or physically cleaned by a member of staff, the parent will always be phoned, as soon as possible and given the option to come and collect the child. The parent will be asked to sign incident report book.

If the class teacher deems that the above procedures are not sufficient to enable the child to spend the rest of the school day at school in a clean, comfortable and non-distressed state, the parent will be phoned and asked to come into the school as soon as possible and to cater for their child / take them home. If the child is experiencing discomfort and the parent is unable to come to the school within a 10/15 min period, we will ask for the parent to nominate another responsible adult, to collect the child and to attend to them.

Health and Safety Precautions

- Baby wipes will be used to clean children unless they have a known allergy. Please inform us of any such case.
- Any staff member involved in intimate care procedures or in handling soiled clothing, will wear disposable gloves to ensure the health and safety of the children and themselves.
- All used wipes and gloves will be disposed of in a sealed plastic bag.
- After these procedures staff and child should use a recommended hand wash for health and safety reasons.

Parents are reminded that the out-workings of this policy are discretionary and tasks of an Intimate Care nature will only be carried out by staff who are willing to do so. If a member of staff feels that they would prefer not to do so, the parents will be contacted immediately to come into the school and to attend to the needs of their child. If you prefer to be contacted immediately in the case of such incidents and prefer that staff do not directly assist your child, please indicate this on the Permission Slip attached. Please ensure that the school staff hold the correct contact details for you, so that you can be contacted as soon as possible, so as to lessen your child's discomfort when wet or soiled.

NB: Please send a few wee extra pairs of pants, socks and a spare pair of trousers in a plastic bag to your child's class teacher at the beginning of the school year.

PARENTAL PERMISSION FORM

**Please read policy carefully before signing or ticking yes/no.
If you have any questions about any points please ask staff.**

I have read, understand and agree with the Intimate Care Policy of Gaelscoil Aodha Rua.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

I would prefer to be contacted immediately, instead of staff carrying out any of the above mentioned personal and intimate care tasks.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

I am in agreement that a member of the teaching staff will provide my child with wipes and alternative clothing and if necessary directly assist them in the changing / cleaning process.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

I am aware that I will be contacted and asked to come into the school, on occasions where my child remains in discomfort and would not be able, in the opinion of the class teacher, to remain at school as a result.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

I am aware and in agreement that if my child requires frequent assistance of an intimate care nature, that I will be asked to come into school and to agree an Individual Care Plan for my child, with the class teacher. This plan will also be agreed with the Designated Governor for Child Protection and Safeguarding.

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

Signature of parent/carer.....

Date

Signature of class teacher.....

Date