

## **CBS Primary School,**

Chapel Street,

Dundalk,

Co. Louth.

A91 YF82

Telephone number: 042 9327861

[office@cbsprimarydundalk.ie](mailto:office@cbsprimarydundalk.ie)



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## **Intimate Care and Toileting Policy**

### **Children with Specific Toileting/Intimate Care Needs:**

In all situations where a pupil needs assistance with toileting or intimate care, a meeting will be convened with the child's parents, after enrolment and before the child starts school. Consideration will be made regarding the specific care needs of the child to include:

- Child's disability and/or additional educational needs
- Mobility issues, including the use of a wheelchair or mobility equipment.
- Access to the toilet facility

Parents/Guardians, SET Coordinator, Class Teacher, SNA, and the pupil will attend if appropriate.

The specific care needs of the child and how the school will meet them will be clarified and included in a student support file. Personnel involved in this care will be identified.

Provision for occasions when staff are absent will be outlined (e.g., Substitute SNA's). As far as is practicable, a permanent staff member will be utilised in intimate care. Any change of personnel will be discussed with the pupil, if appropriate.

An intimate care permission slip will be signed by a parent/guardian acknowledging that at any given time, one staff member will undertake the intimate care needs of the pupil.

Any changes will be discussed with the parent/guardian and noted in writing in the pupil's support file. As far as is practicable, the pupil will identify their personal requirements, wishes, changes etc. A written copy of the agreement will be kept on the pupil's support file. Parents will be notified of any changes from agreed procedures.

At all times, the dignity and privacy of the pupil will be paramount in addressing intimate care needs, and staff will wear protective gloves.

### **Toileting Accidents:**

At the junior infant induction meetings, the school procedures will be outlined to parents, and they will be asked to submit in writing specific toileting issues that the school needs to be aware of.

A supply of clean underwear, wipes, track-suit bottoms 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 or change the child in an emergency, the staff member available will undertake the intimate care needs with the door kept slightly ajar.

Parents will be notified of these accidents.

### **Swimming:**

Parents will attend a meeting with the SET Coordinator to discuss their child's care needs for participating in swimming with their peers.

A plan will be put into place to support the child, and the SNA supporting the pupil will be informed of the care needs required. The parent will complete the attached permission slip.

## **Implementation and Review**

The Board of Management adopted this reviewed policy on February 2023.

Signed: Deirdre Kerr, Chairperson, BOM Date: February 2023.

Signed: Eileen Hart, Principal, Date: February 2023.

Date of next review: February 2026

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**Intimate care and toileting needs permission slip**

I accept that one staff member will undertake the intimate care and toileting duties for my child while enrolled in CBS Primary School Dundalk. I also understand that the Board of Management has a Child Protection Statement and Child Protection Risk Assessment in place, reviewed at regular intervals.

Child's name: \_\_\_\_\_

Please provide a description of the child's toileting care needs:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent's signature: \_\_\_\_\_