

Intimate Care Policy

for

Canon Popham CofE Primary Academy (Part of Diocese of Sheffield Academies Trust)

to be read in conjunction with the following policies:
Supporting Children with Medical Needs
First Aid Policy



PERSON RESPONSIBLE FOR POLICY:	Local Governing Body
APPROVED BY:	Mr D. Milnes
ROLE	Local Governing Body Chair
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Vision Statement

Our vision is to work together as a Christian community to nurture our children within a happy, stimulating and caring school.

A place where:

- *Christian values are at our heart: endurance, compassion, thankfulness, forgiveness, justice and hope*
- *Everyone is unique and welcome*
- *We respect and care for everyone and everything around us*
- *High standards are expected and achievements celebrated so that everyone is able to reach their full potential*
- *Self-esteem and confidence are nurtured on a journey of self- discovery*

Everyone Matters!

Introduction

At Canon Popham Church of England (VA) Primary & Nursery School, we recognise the importance of fostering independence within a caring and supportive community.

The aim of this policy is to provide staff with clear guidance and procedure to follow when dealing with intimate care e.g. 'toileting'.

Infrequent Accidents

Our school accepts that toilet accidents will occur within the Foundation Stage, Year 1 and sometimes beyond. We believe it is important for the hygiene, safety and comfort of the children and for the well-being of all staff to adhere to the following procedure:

When a toilet accident occurs, the designated adult (teacher/LSA/lunchtime supervisor/member of staff – NOT volunteer) would:

- Encourage the child to remove soiled items of clothing, clean themselves and put on spare clothes e.g. PE Kit. If no spare clothes are available, the parent/carer of the child will be contacted to bring spare clothing.
The school cannot always provide spare clothing to children depending on the size and type required, nor may clothing belonging to other children (except family members) be used.
- Staff must wear disposable gloves and apron to reduce the risk of infection. Any soiled nappies should be disposed of by double bagging and placing in designated bin.
- Assist with cleaning, if necessary, for the purposes of hygiene and comfort.
- Bag up soiled clothes to be sent home with the child.

Provision for Children with Special Needs Relating to Toileting

Each child who is not toilet trained or who has medical needs and require regular changing will have an individual 'toileting care plan' which is agreed upon and signed by parents/carers of that child and every designated adult (teacher/LSA/lunchtime supervisor/member of staff) who will undertake toileting and changing.

If a child has incontinence difficulty that occurs on a frequent basis, it is the parents/carers responsibility to provide wipes, nappies and fresh clothing. All items provided by the parent/carer should be listed on the care plan along with the level of intimate care they wish their child to receive.

All staff involved in providing intimate care will be aware of child protection procedures. They should always inform a colleague that they are going to change a child and should do

so as quickly and efficiently as possible, and then inform the same colleague when this has been completed. Where possible, a colleague should be in the vicinity of the member of staff engaged in changing a pupil.