



Intimate Care & Toileting

Children with Specific Toileting/Intimate Care Needs:

In all situations where a pupil needs assistance with Toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school

Parents, Guardians, Principal, Class Teacher, SNA, and if appropriate, the pupil, will attend
The specific care needs of the child, and how the school will meet them, will be clarified
Personnel involved in this care will be identified

- Provision for occasions when staffs are absent will be outlined (e.g. Substitute SNA's will not generally be involved in intimate care. Any change of personnel will be discussed with the pupil, if appropriate)
- It is preferable that two members of staff will be present when dealing with intimate care needs but this may not be always possible
- Any changes will be discussed with parent/guardian and pupil and noted in writing to the pupil's file
- As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes, etc.
- A written copy of the agreement will be kept on the pupils 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
- Staff will wear protective gloves

Toileting Accidents:

- At the junior infant induction meetings, the school procedures will be outlined to parents
- A supply of clean underwear, wipes, track-suit bottoms, etc. will be kept in the school
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves
- In a case where a child soils him/her self, parents will be notified and asked to deal with the matter. If the parents cannot be contacted or cannot come to the school two members of staff, familiar to the child will attend to him/her
- A record of the incident should be kept in the class incident book

Success Criteria

- That this policy brings clarity to each staff member as to how to treat intimate care issues and that each staff member is aware of their roles.

This policy was reviewed and approved by the Board of Management on 13th June 2016

Signed Patrick Stafford

Date 13th June 2016

Rev P. Stafford PP (Chairperson BoM)