

Below is the current text of this policy. Please note, however, that it is due for review during the 2019/20 school year.



## **Intimate Care and Toileting Policy**

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

- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs
- In all situations where a pupil needs assistance with toileting/intimate care, a meeting will be convened, after enrolment, before the child starts school and annually thereafter.
- 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 staff are absent will be outlined (e.g. Substitute SNAs will not generally be involved in intimate care.) Any change of personnel will be discussed with the pupil, if appropriate
- Two members of staff will be present when dealing with intimate care needs
- 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 pupil's file
- Parents will be notified of any changes from agreed procedures
- Staff will wear protective gloves

## **Toileting Accidents**

- At the junior infant induction meetings, the school procedures will be outlined to parents
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves (if available)
- If, for any reason, the child is unable to clean or change themselves, parents/ guardians will be notified and asked to arrange for someone to come and do this
- Parents will be notified of these accidents
- A record of the incident should be kept