

ST JUDE'S CATHOLIC PRIMARY SCHOOL

INTIMATE CARE POLICY



Our Mission:

We live, love and learn together joyfully in Jesus' name.

INTRODUCTION

At St Jude's Catholic Primary School and Nursery we aim to provide a safe and secure environment where children have the opportunity use the toilet independently. Where necessary, we will provide assistance for children, who require it, to enable them to have a comfortable day at school.

No child is excluded from participating in the main school or Nursery if, for any reason, they are not yet toilet trained (possibly still wearing nappies or equivalent). We work proactively with parents to enable their child to be fully toilet trained, taking into account any medical or other developmental reasons why this may not be appropriate at the time.

We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults. All children are treated with dignity, care and compassion during nappy changing or toileting. Staff ensure this time is relaxed and ensure that no negative comments about nappy/potty/toilet contents are made.

Where children are in pull-ups, we will remind them at frequent intervals to use the toilet. If a child is in nappies, these will be changed as necessary.

SAFEGUARDING

- In order to safeguard both children and staff, the following procedure for intimate care must be adhered to, as a normal change should not raise any child protection issues:
 - The member of staff dealing with an intimate care procedure must inform the rest of the staff team what they are doing.
 - Staff are not permitted to change a child's pants/pull-ups or attend to toileting needs whilst alone with a child.
 - On no account can a child be left on the changing mat on their own.
 - In the interests of Health and Safety and the prevention of cross contamination, new disposable gloves and an apron **MUST** be worn and disposed of each time an individual child is changed.
 - There must always be at least one other member of staff on hand if assistance is required.
 - Parents who are using our facilities MUST be reminded of this.
 - Students cannot change children.
 - Parents can only change their own children in the Nursery.
- If a child becomes particularly distressed during changing then the staff member may need to re-evaluate how important it is to change the child taking into account how long it is until the child is due to be collected, how soiled the child is and the whereabouts of the parents.

OUR RESPONSIBILITIES

- To enable children to feel comfortable to use toilets independently as they progress through school.
- Report to the parents if a child is distressed during changing or toileting.
- In the Early Years:
 - Change a child during a single session should the child soil themselves or be uncomfortably wet.
 - If required, monitor the times when a child is changed and keep a log, noting the date, time, and reason the child needed changing. Signed by the member of staff changing the child. **(APPENDIX 1)**
 - Report to the parents if the child's pants/pull-ups have been changed and any marks or soreness that were noted.
 - To work with the parents on toilet training, at an agreed time, which is in the best interest of the child's development.

INTIMATE CARE PROCEDURE

- Staff wear a plastic apron and disposable gloves for each change.
- Pants/pull-ups MUST only be changed in the changing area on the changing mat.
- Soiled pants/pull-ups will be removed and placed in a bag. The child's skin will be wiped with wipes which may be provided by the parents/carers.

- If nappy cream needs to be applied to the child, this must be provided by parents/carers and a medication consent form must be completed. If cream is required, staff will make a record of the date and time it was applied and sign the record sheet, a staff witness is required whilst applying cream to a child (this is to safeguard the child and adult).
- Pants/pull-ups that the parent has supplied will be placed on the child.
- Soiled pull-ups will be placed in the nappy bin. Soiled pants will be placed in a bag and returned to the parents.
- The changing mat will be thoroughly wiped down with an anti bacterial spray.
- The pants/pull-ups change will be written up in the log.
- COVID INFORMATION: Any staff present for changing must now wear gloves, a mask and apron which must them be bagged and disposed of immediately.

ROLE OF PARENT / CARER

- Send their child to school / nursery in clean pants/pull- ups every day.
- Provide the setting with spare pants/pull-ups and clean clothes if appropriate.
- Understand and agree to the procedures in place for changing their child in the Early Years.
- To inform the staff of any marks /rash that their child may have.
- To work with the Nursery / School with toilet training, as this is in the best interest of the child's development.

Adopted by the Governing Body: 20th September 2016

Reviewed: March 11th 2021

Approved by Governors: March 25th 2021

Signed: Chair

