



1. Introduction

This policy has been devised to support pupils who enter the Early Years Foundation Stage who are not toilet trained, as well as pupils who have medical or special educational needs that mean they need support with their intimate care. Staff who work with children in the Early Years or with children who have special needs will realise that the issue of intimate care is a difficult one and will require staff to be respectful of children's needs. Intimate care can be defined as care tasks of an intimate nature associated with bodily function, body products and personal hygiene which demand direct or indirect contact with or exposure of the genitals. Examples include care associated with continence and menstrual management as well as more ordinary tasks such as help with washing or bathing.

A risk assessment will be carried out and a Personal Care Plan may be drawn up with parents and the school nurse, and implemented for those children requiring intimate care. This Care Plan **will not** be displayed publicly.

Children's dignity will be preserved and a high level of privacy, choice and control will be provided to them. Staff who provide intimate care to children have a high awareness of child protection issues. Staff behaviour is open to scrutiny and staff work in partnership with parents/carers to provide continuity of care to children wherever possible.

The staff deliver a full personal safety curriculum, as part of Personal, Social and Health Education, to all children as appropriate to their development level and degree of understanding. This work is shared with parents who are encouraged to reinforce the personal safety messages within the home.

Priory CE Primary is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times. As a school we recognise that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress or pain.

2. Responsibilities

- The EYFS Lead will be responsible for the day-to-day implementation and management of the Early Years Intimate Care Policy. The Inclusion Lead will be responsible for implementation of this policy from Year 1 to Year 6.
- Staff, including teachers and support staff, will be responsible for following the Intimate Care Policy.

3. General principles

- Priory CE Primary is responsible for supporting the toilet training of those children who require it in the Early Years Foundation Stage.
- The school is not responsible for providing disposable nappies, wipes or creams. Parents are required to provide these each day where necessary.
- Early Years Foundation Stage support staff will change the pupil's nappy and wet or soiled clothing.
- Parents should change their child at the latest possible time before bringing them to school.
- Parents will be informed when their child has been changed as a result of a toileting incident.
- If a pupil, known to be toilet trained, begins having accidents on a regular basis, parents will be informed and a support plan will be put into place to ensure their development in their health and self-care.
- If a pupil has medical needs they will have an individual care plan to support their needs.

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4. Health and hygiene

- To prevent the spread of infection, staff will wear disposable gloves and aprons when dealing with a toileting incident.
- Children will be changed in a toilet cubicle. A changing mat and disposable paper towels are available in the changing area if needed, but where possible children should wear pull ups to allow them to begin to toilet independently.
- Hot water and liquid soap are available to wash hands as soon as the task is completed.
- A paper towels are available for drying hands.
- Soiled nappies will be placed in a nappy sack and put in the dedicated nappy disposal bin.

5. Safeguarding

Should marks, bruises or injuries be found on a child when changing their nappy, staff members are required to follow Priory CE Primary's Safeguarding Policy and report it to the Safeguarding Officer. Further details can be found in the school's Safeguarding Policy.

6. Health conditions

If a pupil requires cream to be administered, this will be dealt with under Priory's Supporting Pupils with Medical Conditions Policy but the general principle is that parents must sign the Personal/Intimate Care and Toileting Parental Consent (below) for the administering of intimate medicines, including creams.

Also see Risk Assessment

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"Be the best that you can be"

As part of my child's personal care within school I give* / do not give* permission for my child to be changed if they are wet or soiled.

Name of child:

Signed by:Parent/Carer

Date

Please complete and return to school.