

Intimate Care and Toileting Policy

The following procedure will apply in cases of

- Wetting
- Soiling
- Vomiting on clothes

At all times we will maintain the privacy and dignity of the child.

The teacher/SNA will provide the child with a change of underwear, which the child uses to change him/herself. If necessary, we will provide a complete change of clothes. The teacher/SNA will assist the child with dressing only if absolutely necessary. If the child has soiled him/herself the parents will be contacted in order to take their child home. In the event that a parent cannot be contacted the teacher/SNA will do all that is necessary to make the child comfortable. Staff are required to wear protective gloves while changing a child. Two members of staff will be present when dealing with intimate care needs, in so far as possible.

Wet/soiled clothes will be put in a plastic bag and parents will be informed of what has happened when they collect their child. Parents are asked to return the clothes given to their child, washed and folded.

Parents are informed on this procedure in the Junior Infants induction meeting prior to their child starting school.

Changes of clothes and underwear are kept in the admin office. Infant teachers also have a change of underwear in their classrooms.

Children with Specific Toileting/Intimate Care Needs:

We have three equipped disabled access bathrooms in the school (one on each floor) with an additional disabled access toilet located by the GP Hall.

It may be the case that a pupil will have an ongoing need for assistance with toileting/intimate care. In all such situations a meeting will be convened, after enrolment and before the child starts school. Parents/Guardians, Principal, Class Teacher, SNA, and if appropriate, the pupil,

may attend. The specific care needs of the child will be clarified and if appropriate, a Care Plan will be put in place. This may be formulated by HSE or other nursing staff.

Personnel involved in this care will be identified and provision for occasions when staff members may be absent will be outlined (e.g. Substitute SNAs will not generally be involved in intimate care).

Two members of staff will be present when dealing with intimate care needs. Staff will wear protective gloves. Any change of personnel or procedures will be discussed with the pupil, if appropriate.

As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes etc., and at all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs.

A copy of the Care Plan will be kept on the pupil's file if appropriate and parents will be notified of any changes from agreed procedures.