

Policy on Toileting and Intimate Care

Introduction

This Policy on Toileting and Intimate Care was drawn up by the staff of St. Paul's N.S., in consultation with the Board of Management.

Mission Statement

St. Paul's N.S. cherishes all its pupils equally. The safety of all the children in the care of staff is paramount at all times to help create a secure and happy place for children to learn.

Rationale

The policy was formulated to clarify, for all concerned, the procedure agreed within the school to keep children safe in the event of toileting accidents. It is expected that all members of staff act with discretion and that parents understand that staff are at all times concerned with the health and safety of the children.

Procedures

It is expected that all children attending St. Paul's would be fully trained before beginning school and be confident in using the toilet as necessary. It is, however, acknowledged that although toileting accidents are generally not frequent, they do occasionally happen, especially in the Junior classes.

Toileting Accidents

- At the Junior Infant induction meetings, the school procedures will be outlined to parents and they will be asked to submit in writing specific wishes regarding toileting accidents which will be kept in the school (Appendix A)
- Each child in the Junior Room should keep a change of underwear and trousers/leggings in their school bag
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves
- If, for any reason the child is unable to clean or change themselves or no older sibling is available, the procedure chosen by parents/guardians will be followed.
- All toileting accidents will be dealt with discreetly and efficiently while keeping health and safety in mind.

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)
- 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
- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs
- Staff will wear protective gloves

Review

This policy will be reviewed every two years or more frequently if deemed necessary by the staff of the school.

Ratification

This policy was ratified by the Board of Management at a meeting on 18th May 2020. It will be implemented from the beginning of the school year 2020 – 2021.

Signed. Canon Andrew Ison

Date. 18th May 2020