



The Grove Primary School
"The Grove School Cares"
Intimate care and changing Policy
June 2022



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The Grove Primary School Intimate Care and Toileting Policy

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Change History

| Version | Date | Description |
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| 20.0 | 29/06/2022 | Annual Review |

Related Documents/Policies

| References | Title |
|------------|--------------------------------------|
| | Keeping Children Safe in School 2021 |
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The Grove Primary School Intimate Care and Toileting Policy

The Grove Primary School is committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children and young people will undertake their duties in a professional manner at all times.

It is expected that children will be toilet trained before they begin Reception. It is inevitable however that, from time to time, some children will have accidents and will need to be supported with their intimate care.

In our school, intimate care is defined as any care which involves washing or changing pupils.

We recognise that there is a need for children and young people to be treated with respect when intimate care is given. No child shall be attended to in a way that causes distress, embarrassment or pain. No students or volunteers will change a child's clothing.

In order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are always allowed to go, although they are encouraged, as they progress through the school, to use the toilet during break times.

Where a child has continuing incontinence problems, parents are expected to continue to provide a complete set of spare clothes and 'baby-wipes'. The school also keeps a stock of spare clothes in various sizes. Staff have access to a private toilet area with washing facilities. There is also a stock of baby wipes, plastic bags and disposable protective gloves for staff to use, which they must use. In addition to this, staff have access to extra PPE such as disposable aprons, face masks and face shields, to wear at their discretion. If a child soils him/herself during school time a member of staff will support the child:

- To remove their soiled clothes
- Clean skin (this usually includes bottom, genitalia, legs, feet)
- Dress in the child's own clothes or those provided by the school
- Staff will wrap soiled clothes in plastic bags for parents to take home. They will also record the date, time and reason for changing the child.

Our intention is that the child will never be left in soiled clothing. As soon as the member of staff responsible for him/her is aware of the situation, the child will be cleaned. Children will be encouraged to clean and change themselves, with the support of the adult.

Intimate care needs over and above accidents:

- The management of any child with intimate care needs due to a specific medical condition will be carefully planned and recorded in a care plan.
- Careful consideration will be given to individual situations to determine how many adults should be present during intimate care procedures. Where possible one pupil will be cared for by one adult, unless there is a sound reason for having more adults present. In such a case, the reasons will be documented.
- The needs and wishes of children and parents will be taken into account wherever possible, within the constraints of staffing and equal opportunities legislation.



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Appendix 2

| Intimate Care/Toileting Care Plan | |
|--|---------------------------------|
| Name of Child: | Date of Birth: |
| Information leading to care plan: | Teacher: |
| | Parent: |
| Condition needing care plan: | |
| Child's choices/opinions (if appropriate) | |
| What the child is expected to do themselves: | |
| Facilities and equipment needed: | |
| Number of staff required to carry out the care for the child: | |
| Main intimate care giver and back up member of staff: | Main: Back up: |
| Training/instructions needed: | |
| Training/instructions given: | Date: By: |
| Date care plan is to be reviewed: | |
| Record keeping responsibility: | |
| Parent Signature: | Date: |
| Class Teacher Signature: | Date: |
| Main Care Giver Signature: | Date: |