



Montalbo Nursery and Primary School
Toileting and Intimate Care Policy 2022-24

Policy statement

No child is excluded from participating in our setting or any of our activities including children who are not toilet trained or have additional toileting needs. We work with parents towards toilet training, unless there are medical or other developmental reasons why this may not be appropriate.

Introduction

This Policy and guidance has been developed to safeguard children and staff.

The purpose of this policy is:

- To safeguard the rights and promote the best interests of the children;
- To ensure children are treated with sensitivity and respect, and in such a way that their experience of intimate care is a positive one;
- To safeguard adults required to operate in sensitive situations;
- To raise awareness and provide a clear procedure for intimate care;
- To inform parents/carers in how intimate care is administered;
- To ensure parents/carers are consulted in the intimate care of their children.

Definition

Intimate care may be defined as any activity required to meet the personal care needs of an individual child.

Parents have the responsibility to inform staff of any intimate care needs of their child, and staff have a responsibility to work in partnership with children and parents.

Intimate care may include: Nappy changing, support with toileting, supporting a child who has wet or soiled themselves; supporting a pupil with dressing/undressing.

Principles of Intimate Care

The following are the fundamental principles upon which the policy is based:

- Every child has the right to be safe;
- Every child has the right to personal privacy;
- Every child has the right to be valued as an individual;

- Every child has the right to be treated with dignity and respect;
- Every child has the right to be involved and consulted in their own intimate care to the best of their abilities.

Procedures

- Check if the child is able to communicate when they need the toilet, ask about the routine, how the child likes to sit on the toilet/be changed. Try to duplicate routine and techniques used at home where possible.
- It is the responsibility of parents/carers to ensure that sufficient stocks of nappies/pullups, pants, wipes, spare clothes are available in school at all times.
- Key persons are aware of the children in their care who are in nappies or pull-ups, children who may experience constipation and those children who have occasional incidents of wetting or soiling.
- Changing beds are available for use where appropriate. Only younger children or those unable to stand for long should be changed in lying on the changing bed/table, older children should be changed in standing if possible.
- Check the child can sit and get off the toilet safely, for younger children ensure they use the correct height toilet to reduce the need for staff to lift on/off.
- In addition, key persons ensure that procedures are appropriate and that time is used to promote independence in young children.
- Young children are encouraged to take an interest in using the toilet.
- Children should be encouraged to wash their hands and have soap and towels to hand. They should be allowed time for some play as they explore the water and the soap.
- Children access the toilet when they have the need to and are encouraged to be independent.
- If toilet training is deemed appropriate staff to implement a routine of regularly prompting child to take toilet stops throughout the day. Every 1½ hours.
- If possible and appropriate, staff to prompt child to go to the toilet for at least 5 minutes after lunch. They can take a book or activity to do whilst seated to take the focus off toileting and make it a positive experience. This may promote a bowel movement.
- Staff to praise and give positive reinforcement.
- If child does wet/soil staff to keep fuss to a minimum and involve them in self-care/cleaning tasks.
- Nappies and 'pull ups' should be disposed of hygienically. Any soil (faeces) in nappies or pull ups should be flushed down the toilet and the nappy or pull up should be bagged for disposal. Trainer pants and ordinary pants that have been wet or soiled should be bagged for the parent to take home.
- School staff maintain a record of nappy changing should parents/carers have any queries

Health/safety & hygiene:

- Staff to ensure utmost hygiene and handwashing at all times.
- Staff to wear aprons and gloves at all times during the changing procedure.
- Staff to clean down changing bed and disinfect regularly touched objects and surfaces more often than usual using standard cleaning products
- Staff to adhere to minimal manual handling and lifting where possible.
- Used nappies, disposable pull ups and wipes should be disposed of appropriately and not mixed with general waste.

Policy date: September 2022

Agreed by

Head Teacher

Chair of Governors

Review – September 2024

Personal/Intimate Care and Toileting Parental Consent Form

Name of child:

DoB:

- Does your child wear nappies? YES/NO

- Does your child have any specific issues regarding toileting? YES/NO
If Yes please clarify:

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- Do you agree to school staff changing your child's nappy or pants when required? YES/NO

I / We have read the Intimate Care/Toileting Policy provided by the school.

I / We give permission for members of school staff to attend to the care needs of my/our child and agree with the procedures proposed.

Name of Parent/Carer:

Signature: Date