



Statement of Philosophy

At Herrick Primary school we recognise that children have many developmental milestones and recognise that continence is part of that developmental continuum towards independence. Many children have reached this independence within the context of learning in the home before the child transfers to learning within a Foundation Stage class (Nursery) but for some children this is not so.

We believe that it is important to work with parents to support the learning of the child in all areas of development.

Aims

- To ensure that all children receive support for incontinence in order for personal hygiene and the comfort of the child to be maintained at all times.
- To provide support and care for the child involved, through discussion with parents. It may be necessary to offer advice to parents through the School Nurse/ Family health visitor.
- To maintain the dignity and privacy of the child concerned at all times.
- To ensure that adequate response is available at all times within school (named staff to deal with incontinence / provision of equipment).

Partnership Working

We believe that the school and home should define responsibilities that each partner has for the other. These include:

The parent:

- Agrees to ensure that the child is changed at the latest possible time before being brought to school
- Provides the school with spare nappies and a change of clothing.
- Understands and agrees the procedures that will be followed when their child is changed at school- including the use of any cleanser or the application of cream
- Agrees to inform the school should the child have any marks/rash
- Agrees to a 'minimum change' policy i.e. the school would not undertake to change the child more frequently than if s/he were at home
- Agrees to review arrangements should this be necessary

The school:

- Will apply a sense of concern and dignity at all times for the child
- Agrees to change the child should the child soil themselves or become uncomfortably wet. Ideally this will be immediately following the soiling or as soon as possible thereafter.
- Will agree with the parent how often the child would be changed should the child be staying for a full day
- Agrees to report should the child be distressed, or if marks /rashes are seen
- Agrees to review the arrangements should this be necessary



Procedures: Health and Safety

When a child wets or soils him/herself:

- Available T.A. will change/clean child in the privacy of the Medical room. The toilet/bidet will be used / shower if necessary.
- Towels are available for drying the child after a shower.
- Staff to wear disposable gloves and aprons while dealing with the incident.
- Place newspaper on the floor.
- Child is to clean self as much as possible.
- Wet wipes to be offered to the child.
- Soiled clothing to be double wrapped in plastic.
- Dirty nappy to be double wrapped in plastic and placed in sanitary bin in toilets.
- Clothing replaced (borrowed/washed and returned or parent contacted to bring clean clothes into school.)
- Staff to clean changing area / toilet after use.
- Hot water and liquid soap should be available to wash hands as soon as the task is completed
- Paper towels available for drying hands
- Parent telephoned and advised. It may not be essential for the child to go home each time incontinence occurs.

Asking a parent to come and change a child is a direct contravention of the Disability Discrimination Act (DDA), and leaving a child in a soiled/wet condition for any length of time pending the return of the parent is a form of abuse.

Facilities

- Facilities exist for a child to be showered or use the disabled toilet/bidet. There is a purpose- built changing room for changing a nappy or soiled clothing. This facility is within the main foyer of the school.
- The door will be locked in order for the dignity of the child to be maintained.
- A 'help'/alarm system is available within the toilet facility should assistance be required.
- Hand washing facilities are situated inside the facility.
- Clean, fresh drinking water is available at all times within the school.

Child Protection

The process of changing a nappy/ soiled clothes should not raise a child protection concern, and there are no regulations that indicate a second member of staff must be available to supervise the changing to ensure that abuse does not take place. All TA's are CRB checked to ensure the safety of the pupils



Intimate Care Policy

Herrick Primary School 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.

Our approach to best practice

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and Health and Safety training in lifting and moving) and are fully aware of best practice. Apparatus will be provided to assist with children who need special arrangements following assessment from physiotherapist/ occupational therapist as required.

Staff will be supported to adapt their practice in relation to the needs of individual children taking into account developmental changes such as the onset of puberty and menstruation. Wherever possible staff who are involved in the intimate care of children will not usually be involved with the delivery of sex education to the children in their care as an additional safeguard to both staff and children involved.

The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as he/she can. This may mean, for example, giving the child responsibility for washing themselves. Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child is toileted. Where possible one child will be catered for by two adults unless there is a sound reason for having more adults present.

Wherever possible the same child will not be cared for by the same adult on a regular basis; ideally there will be a rota of carers known to the child who will take turns in providing care. This will ensure, as far as possible, that over-familiar relationships are discouraged from developing, whilst at the same time guarding against the care being carried out by a succession of completely different carers.

Wherever possible staff should only care intimately for an individual of the same sex. However, in certain circumstances this principle may need to be waived where failure to provide appropriate care would result in negligence for example, female staff supporting boys in a primary school, as no male staff are available.

Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the child's care plan. The needs and wishes of children and parents



will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The Protection of Children

Education Child Protection Procedures and Inter-Agency Child Protection procedures will be adhered to.

All children will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the appropriate manager/ designated person for child protection.

If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parents/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution. Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.

If a child makes an allegation against a member of staff, all necessary procedures will be followed (see Inter - Agency Child Protection Procedures for details)