

## Policy on Intimate Care

### Children with Intimate Care Needs:

- In all situations where a pupil needs assistance with 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 staff are absent will be outlined to parents. (Substitute SNAs will not generally be involved in intimate care. Any change of personnel will be discussed with the pupil, if appropriate)
- Two members of staff will routinely be present when dealing with intimate care needs
- 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
- Parents will be notified of any changes from agreed procedures
- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs

### Toileting Accidents:

- At the Junior Infant induction meetings, the school procedures will be outlined to parents/guardians
- Two members of staff, familiar to the child, will attend to him/her. Parents will be notified.
- 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, the above procedure will be followed
- A supply of clean underwear, wipes, track-suit bottoms etc. will be kept in the school
- A record of the incident will be given to parents/guardians and a record will also be retained on file.

### Ratification

This policy was ratified by the Board of Management on \_\_\_\_\_ and is implemented forthwith.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson, Board of Management

**Next Review:** September/October 2019

### Communication:

This policy is available on the school's website. It is also available on request from the Principal / Secretary