



## Meeting Children's Intimate Care Needs

At St. Wilfrid's First Steps it is expected that the vast majority of children will be able to use the toilet facilities available on entry to school. That is to:

- Know when they need to go to the toilet;
- Know how to use the toilet for themselves;
- Be effective at cleaning themselves after using the toilet.

However, the school also recognises that a small number of children may have failed to achieve full continence. These may be children in the Nursery or Reception who have not yet reached this stage of personal development, or children with a special educational or medical need. We also recognize that children may have an occasional need as a result of illness or emotional upheaval.

Children will not be excluded from normal pre-school or school activities solely because of incontinence. We aim to meet these needs of children in the same way as we would meet any other kind of individual need. All such issues are dealt with on an individual basis, with the school making reasonable adjustments to meet the needs of each child. We have a duty of care to make sure that children are healthy and safe.

### 1. General Principles

- It is the right of every child to be treated with sensitivity and respect.
- Every child is allowed to exercise choice and encouraged to care for him/herself as far as possible.
- The dignity of every child and right to confidentiality are respected.
- Privacy appropriate to each child's age and the situation is provided.
- Children are encouraged to have a positive image of their own bodies.
- There is recognition that toileting support can involve risks for both the child and any adults in attendance.
- There is a clear understanding of the roles and responsibilities of staff in dealing with the intimate care needs of children.

### 2. Day -to -day procedures

#### Nursery

- On entry to St. Wilfrid's First Steps, children are shown the available toilet facilities. There is no access to these toilets except from within the First Steps environment.
- Children are not routinely expected to wait to go to the toilet, but rather to be independent and go when they need to.
- Children are encouraged to use the toilet whenever they need it. During outdoor sessions, they are taught to tell a member of staff if they need to do so, so that staff are aware that they are returning inside the building.

- If children are sitting with an adult for a story time or group time, they are taught to put their hand up and ask to go, to encourage good manners.
- Children are reminded to use the toilet, particularly if parents or carers alert the nursery staff that the child needs such reminding or if a child has recently or regularly wet or soiled him/herself.
- Nursery staff help children who need support with dressing/undressing, First Steps uniform reflects the needs of these children by making easy to take off and put on themselves.

## **Reception**

- On entry to St. Wilfrid's First Steps, children are shown the available toilet facilities. There is no access to these toilets except from within the First Steps environment.
- Children are not routinely expected to wait to go to the toilet, but rather to be independent and go when they need to.
- Children are encouraged to use the toilet whenever they need it. During outdoor sessions, they are taught to tell a member of staff if they need to do so, so that staff are aware that they are returning inside the building.
- If children are sitting with an adult for a story time or group time, they are taught to put their hand up and ask to go, to encourage good manners.
- All children reminded to use the toilet before lunch time.
- Children are reminded to use the toilet, particularly if parents or carers alert the nursery staff that the child needs such reminding or if a child has recently or regularly wet or soiled him/herself.
- Nursery staff help children who need support with dressing/undressing, First Steps uniform reflects the needs of these children by making easy to take off and put on themselves.

### **3. Caring for children with specific toileting needs**

Some children may have the occasional toilet 'accident'. We believe that leaving a child in soiled clothing for any length of time pending the arrival of the parent or carer is unacceptable and therefore will make arrangements to change the child unless it has been agreed otherwise. This duty is undertaken by a familiar adult i.e. the First Steps staff. Clean spare clothing is kept in school for this purpose, as are wet wipes, nappy sacks etc. Parents and carers are asked to wash clothing lent to their child and return it to school at their earliest convenience.

Some children may come to school with ongoing/specific physical or medical issues such as persistent urinary tract infections or soiling difficulties, or may not be fully toilet trained. If this is the case, a child's parent or carer is asked to inform their child's teacher, before the child starts school, so that appropriate arrangements can be made. The dignity of the child and right to privacy are respected: as much as can be kept confidential between child, school and parent or carer is kept confidential. We consider it very important that there is a positive dialogue between home and school about strategies in use with the child so that these can be reinforced by both, as appropriate. A signed agreement to the arrangements used in school is made with parents or carers if there are specific issues related to their child.

### **4. Safeguarding children and adults.**

Adults dealing with the intimate care needs of children are employees of the school who have undergone DBS (Disclosure and Barring Service) enhanced checking (formerly CRB). Any adult who is not employee of the school (e.g. a supply teacher or assistant) will not change except under the supervision of a member of school staff and must alert a member of staff if a child has 'had an accident'. They **must not** deal with it themselves.

All toileting incidents are recorded. This information includes the dates and time, name of the child, the adult(s) in attendance, the nature of the incident, the action taken and any concern or issues. The parent or carer is informed on the day of the incident.