

## **Our Lady of Victories Infant School**

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## **Intimate Care and Toileting Policy**

### **Rationale**

Following whole staff training on 5.3.2018 in the area of Child Protection: Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Child Protection procedures for Primary and Post primary Schools 2017 and Túsla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Our Lady of Victories Infant School has agreed the necessity of an Intimate Care Policy set out in this document.

### **Children with Specific Toileting/Intimate Care Needs:**

- In all situations where a pupil needs assistance with Toileting/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 members of staff are absent will be outlined (e.g. Substitute SNA's 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 be present when dealing with intimate care needs
- Any changes will be discussed with parent/guardian and pupil and noted in writing to the pupil's file
- 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 pupils 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
- Staff will wear protective gloves

### Toileting Accidents:

- At the junior infant induction meetings, the school procedures will be outlined to parents.
- A supply of clean underwear, wipes, track-suit bottoms etc will be kept in the school
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves
- If staff must clean /change the child, two members of staff, familiar to the child will attend to him/her
- Parents will be notified of these accidents

In undertaking this policy, the Board of Management has endeavoured to identify as far as possible the risks of harm that are relevant to intimate care of pupils and to ensure that adequate procedures are in place to manage risk for pupils and personnel.

This policy was completed and ratified by the Board of Management on 12<sup>th</sup> March 2018.

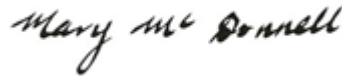
Reviewed annually, no amendments 15/10/2024 BOM meeting.

Chairperson Signature:



15th October 2024

Principal signature:



15th October 2024