

Intimate Care Policy

This policy has been developed to safeguard both children and staff and applies to all persons involved in the intimate care of children.

Introductory Statement

Intimate care may be defined as any activity required to meet the personal care needs of each individual child and can include:

- Feeding
- Oral care
- Washing
- Dressing/undressing
- Toileting
- Menstrual care
- Photographs
- Catheter and stoma care
- Treatments such as enemas, suppositories, enteral feeding
- Supervision of a child involved in intimate care

Vision and Aims

Scoil Mhuire is dedicated to providing an environment where all children are valued as individuals and encouraged to reach their full potential. Recognising that children in general are more vulnerable than adults, the Board of Management and staff are dedicated to promoting the rights of every child to:

- Be safe
- Personal privacy
- Be valued as an individual
- Be treated with dignity and respect
- Be involved and consulted in their own intimate care to the best of their abilities
- Express their own views on their own intimate care and to have such views taken into account
- Have levels of intimate care that are appropriate and consistent.

Implementation

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

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- Provision for occasions when staffs 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 would be best practice but unfortunately only one SNA is allocated to a child with special needs. Where possible the Principal will attend but when a child applies to the school with special needs, the appropriate care will be discussed and agreed with the parents, in the light of staff provision.
- 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 Individual Care Plan.
- 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, and they will be asked to submit in writing specific wishes regarding toileting accidents
- 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, for any reason, the child is unable to clean or change themselves, the procedure outlined by parents will be followed
- If staff must clean /change the child, two members of staff, familiar to the child will attend to her. Best practice is that 2 members of staff should be with the child but this is not always possible and when reporting to parents of any toileting accidents this will be pointed out if it has not been possible to have 2 adults present.
- Parents will be notified of these accidents
- A record of the incident should be kept

Ratified by BOM in November 2017

Signed: _____

Mr. B Fitzpatrick Chairperson

Review as required.