



Valence Primary School

Intimate Care Policy

Aims:

This policy sets out Valence Primary School's procedures for handling situations whereby children require intimate care such as changing soiled clothing with dignity and kindness to ensure the needs of each individual are met and health and safety standards are maintained.

Staff Guidelines for dealing with a soiled child

Supporting staff will inform the teacher discretely that they are going to change a child and will explain to the child what they are going to do to help clean them up.

The adult will take the child to the toilet area in the foundation stage or if the child is in an older year to the relevant toilet area, ensuring dignity and privacy are respected.

The child will normally be asked to stay standing.

Adult should wear disposable rubber gloves.

Only essential garments should be lowered or removed.

Remove soiled pad/ nappy/ underwear.

When washing or wiping, always do this front to back to prevent infection.

Ensure skin is dry using paper towels (child should be encouraged to help if able to do so).

Replace with clean pad/ nappy/ underwear (child should be encouraged to help if able to do so).

Encourage child to wash and dry hands.

Tidy and clean changing area disposing of soiled items as per above hygiene guidelines.

Wash own hands.

Support staff will be responsible for:-

Changing the soiled child (the teacher may also but is usually taking ultimate responsibility for the class/group and must be free to do so).

Older children will be supported in cleaning and changing as determined by their level of independence to do so.

What to do if a child become distressed during the changing process

Talk the child through each step and reassure them that they will feel much better when they are clean.

If the distress is such that it is difficult to continue then stop the changing process.

If this results in a hygiene issue then parents should be contacted to explain the situation and an agreed course of action established.

In any event a record must be made of distress, whether or not the changing was completed and parents informed as soon as possible.

If there is any concern re child protection issues these should be dealt with in accordance with school policy.

What to do if any marks or redness are seen

If marks or redness are seen then this should be recorded and reported to the child's parents as soon as possible. If there are any child protection concerns these should be dealt with in accordance with school policy.

Hygiene Procedures to follow for changing a soiled nappy or soiled underwear/ clothing

Staff to wear disposable gloves and aprons while dealing with the incident.

Soiled nappies to be double wrapped, and placed in a hygienic disposal unit.

Changing area to be cleaned after use.

Hot water and liquid soap available to wash hands as soon as the task is completed.

Hot air dryer or paper towels available for drying hands.

What happens if a child is admitted to school who is incontinent?

Education providers have an obligation to meet the needs of children with delayed personal development in the same way as they would meet the individual needs of children with delayed language, or any other kind of delayed development. Children should not be excluded from normal school activities solely because of incontinence.

(Including Me. Managing Complex Health Needs in schools and early years settings DfES)

Valence Primary School acknowledges that this is a developmental or medical problem and will work with parents to establish a mutually acceptable care and changing plan which is likely to cover the following points:

Parents

Agreement with parents to ensure that the child is changed at the latest possible time before being brought to the setting/school.

Provision by parents of spare nappies and /or underwear and a change of clothing.

Agreeing the procedures that will be followed when the child is changed at school including the use of any cleanser or the application of any cream.

Agreement that parents inform the setting/school should the child have any marks/rash.

Agreeing to a 'minimum change' policy i.e. the setting/school would not undertake to change the child more frequently than if s/he were at home.

Agreement to review arrangements should this be necessary.

School

Agreeing to change the child during a single session should the child soil themselves or become uncomfortably wet.

Agreeing how often the child would be changed should the child be staying for the full day.

Agreeing to report should the child be distressed, or if marks/rashes are seen.

Agreeing to review arrangements should this be necessary.

Access to Relevant Training

This policy and guidance does not replace the need for appropriate staff training where this is felt necessary and the school will work with parents and relevant agencies to ensure staff are adequately trained for dealing with incontinence issues.

Signed and Approved.....Date.....
Chair of Governors

Review Date March 2017