

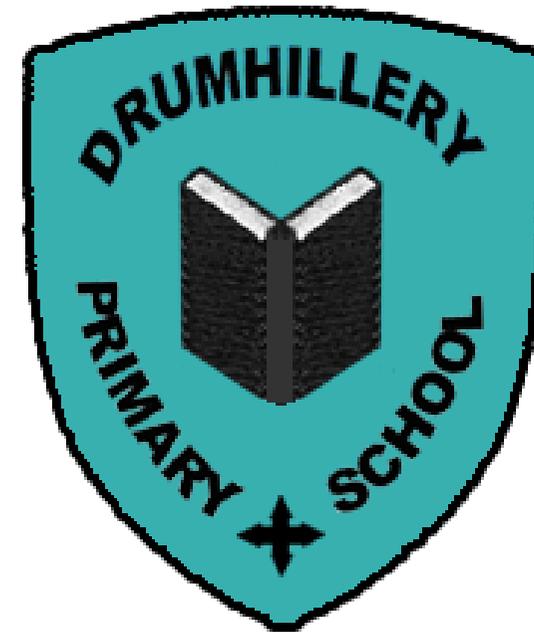
**Drumhillery Primary School**

**Safeguarding Team**

Mr J Bell  
Chair of Governors

Mr K Campbell  
Principal  
Designated Teacher

Mrs L McMullan/ Mrs Geary  
Deputy Designated Teachers



For further details of the Intimate Care Policy  
contact the school office.

# Intimate Care Policy

## Introduction

- ❖ An intimate care policy has been developed to safeguard children and school staff.
- ❖ Intimate care is any care, which involves washing or helping a child to clean themselves after a toileting accident.
- ❖ Most children are able to do this themselves, however where developmental, physical or learning difficulties are present it may be necessary for members of staff to provide support with such procedures.

At Drumhillery Primary School we believe that every child has:-

1. The right to feel safe and secure.
2. The right to be treated as an individual.
3. The right to remain healthy.
4. The right to privacy, dignity and a professional approach at all times from staff.

## Good Practice

- ❖ Teaching and non-teaching staff are aware of the intimate care policy.
- ❖ Parents are asked to sign the intimate care policy by way of agreement. Parents who wish not to sign the policy will be asked to come into school and provide intimate care for their child.
- ❖ The child will be supported in a manner that encourages them to be as independent as possible.
- ❖ All intimate care procedures will be recorded in the 'Intimate Care Book.'

## Procedures to be followed should my child have a toileting accident

1. Teaching staff and Assistants: Mrs Glasgow, Mrs Martin, Mrs Ewart and Miss Dudek may be required to provide intimate care support.
2. At least one staff member will accompany the child to the toilet as discretely as the situation allows.
3. Staff members will ensure that the child has the necessary clean clothing and washing equipment (wipes, paper towels).

4. The child will be encouraged to change or wash themselves as independently as possible. Assistants will remain outside the cubicle, to help reassure.
5. Staff members will direct the child verbally, if required, through the procedure step by step.
6. In certain circumstances parents may be required to come into school.
7. Wet or soiled clothes will be bagged and placed in the child's schoolbag.
8. The child will wash their hands and return discretely to class.
9. Parents will be informed the same day of any toileting accidents and the action taken either by telephone, in person or in writing.
10. Any borrowed clothes should be washed and returned to school promptly.
11. Teachers/Assistants will fill in the Intimate Care Book.

**NB Pupils especially in Foundation Stage (P1 &2) are encouraged to keep a change of clothes in school in a bag clearly labelled. These can be stored in the cloakroom area for ease of access.**

**Please sign and return the slip below to school. Please retain this leaflet for your information.**



**I have read the procedures in the Intimate Care Policy and I (agree/do not agree) to these to be carried out for my child.**

**Signed:** \_\_\_\_\_

**Name of pupil:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Class:** \_\_\_\_\_