



Toileting/intimate care policy – November 2018

SECTION 1

- We anticipate that children who come to Bright Futures School will be fully toilet trained but that due to the condition of autism, some children may regress at certain points, temporarily losing previously mastered skills.
- The curriculum guidance for schools is clear that the role of the adult involves **supporting** the child's whole development, in particular their personal, social and emotional development. **Under these circumstances, school staff will only ever be required to a) supervise a child's toileting or b) supervise and direct a child to shower themselves, in situations where this is necessary due to soiling or sickness.**

SECTION 2

Who

The child's designated key person or other available adult will oversee any toileting or changing of the child, where this is necessary. For Safeguarding purposes, in the case of male staff members dealing with female pupils, a second female member of staff should be called to take over from / assist the male member of staff. Should a female member of staff feel uncomfortable dealing with a male pupil, a male member of staff should be called to stand in or assist. All children will require a signed permission slip to allow us to change/shower them. These will be shared with staff and kept in the school office.

Where

We have designated children's toilet areas that are attractive and non-threatening to ensure that all children are happy to use them.

If changing is required (e.g. in the case of soiled clothes or underwear), this will be done in an area which offers both privacy for the child but also protection for the adult in a way that is observable by other adults. The agreed place to change a child is in the doorway of the girls' toilets/boys' toilets depending on the sex of the child.

If showering is required, two adults will be present and in all cases the child will clean themselves under the direction of the adult. If the child is unable to be cleaned to an acceptable standard then their parents/carers may be called to clean the child appropriately. In the case of diarrhoea, the child will be cleaned as we are able and the parents/carers rung to collect them. They will be advised that a subsequent episode of diarrhoea will mean at least a 48 hour exclusion from school from the last episode of diarrhoea.

Disposable gloves and aprons as well as a facial mask will be available if deemed necessary or appropriate by the adult. All equipment will be regularly replenished by the school. If the shower area is used the cleaners will be advised and the area will be cleaned accordingly. The child's personal towel will be used to dry them located in their kit bag. The child's soiled clothing will be sealed in a bag and the parent/carer advised to replenish kit bag.

Agreement with Parents

If a pupil at Bright Futures School presents with toileting/personal care issues at any time, it is essential that parents/carers are involved in remediating the problem. The parents of children with toileting/personal care issues will meet regularly with their child's key person to discuss issues surrounding their toileting/care. Parents will be expected to supply a kit bag for any child with toileting/personal care issues, and to replenish supplies as appropriate.

Sources of help

In dealing with issues surrounding toileting/personal care, we will first seek advice from their school nurse/health visitor depending on the age of the child. They can offer advice around general toileting issues and around more complex issues linked to disability and carry out home visits with the parent/carer if necessary.

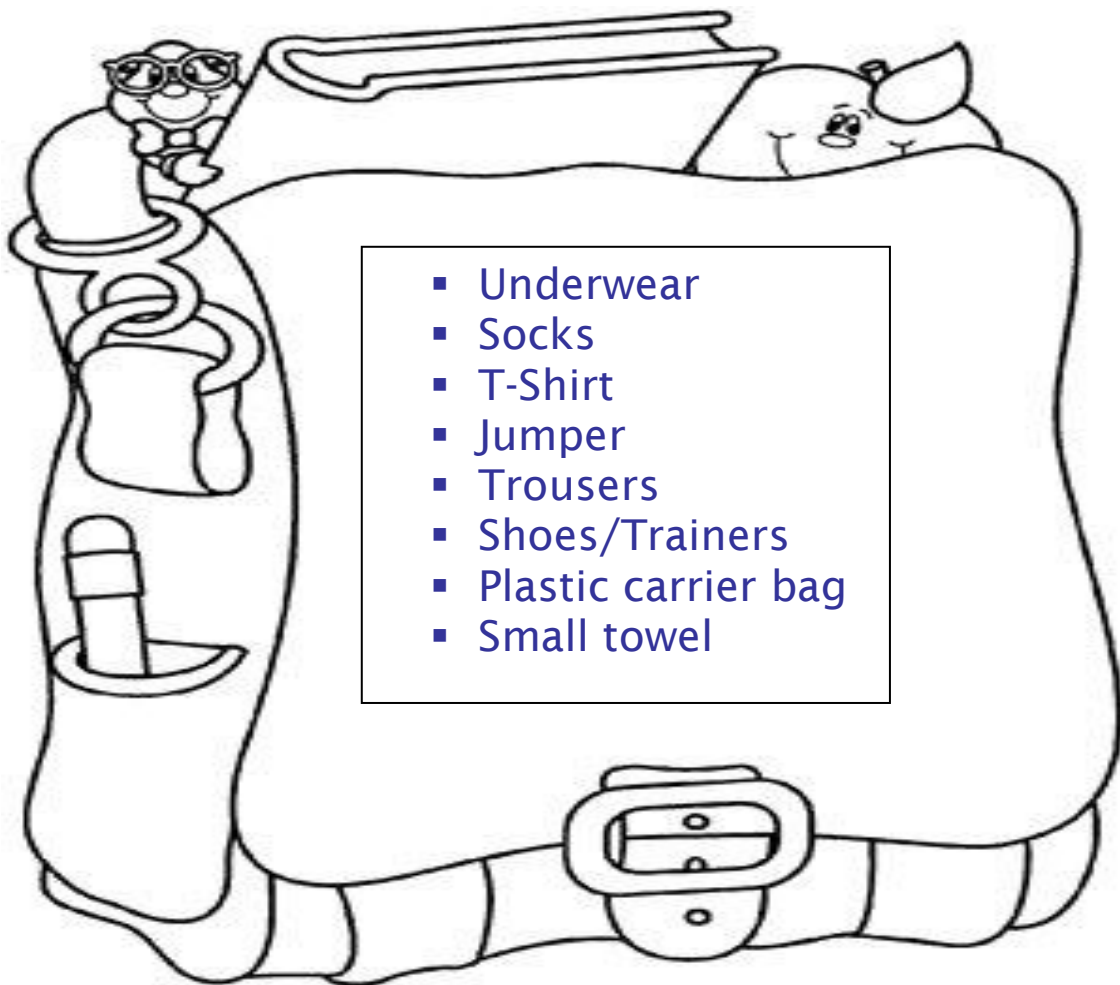
Permission

The form below will need to be filled in by the parent and this will then be distributed to all staff who work with children who may present with any toileting/personal care issues.

Reviewed and updated January 2018 - A J Hughes

Kit Bag

Your child will need a 'Kit Bag'. In this bag they will need the following items. This bag stays on their peg in the porch every day. The purpose of the bag is to ensure we can keep your child clean and dry. We will inform you if any of the items are soiled so you can take them home and wash them.



As your child has opportunities to play out in a range of weathers it is very important that they have a warm waterproof coat with a hood. They will also need hat, scarf and gloves in the colder seasons and wellies in wet weather. We also ask that you apply sun cream before they come to school on particularly sunny days and provide a sunhat/cap.



PERMISSION FOR SCHOOL TO PROVIDE INTIMATE CARE

Child's Last Name	
Child's First Name	
Male/Female	
Date of Birth	
Parent/Carers name	
Address	

I give permission to the school to provide appropriate intimate care support to my child e.g. changing soiled clothing, washing, showering and supervision of toileting if necessary.

I will advise the Head of Learning or Head of Development of any medical complaint my child may have which affects issues of intimate care.

Name

Signature

Relationship to child

Date