

Lancaster Lane Primary and Pre-School

Intimate Care Policy



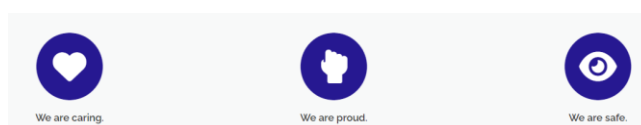
Lancaster Lane Primary and Pre-School is aware that all pupils need open access to clean, well-stocked and safe toileting provision and that some pupils may require assistance from members of staff for personal care, including toileting, either due to the age and developmental level of the pupil, or as a result of disability or medical need. Our golden rule 'we are safe' means that we ensure that our pupils are safe, secure and protected from harm.

Aim

The toileting and intimate care policy aims to provide a clear framework for staff to ensure the safety and dignity of all pupils when using the toilet and for those who need support with personal care, including toileting. It will also clarify for pupils and their families the support they can expect from school.

Principles

At Lancaster Lane Primary and Pre-School, we respect our pupils and encourage them to achieve their potential within our 'caring community'. This includes encouraging them to be as independent as they are able with their personal care. We will ensure that our pupils are safe, proud and caring.



School responsibilities

We will work with the whole school community to ensure access to clean, well-stocked private and safe toilet facilities for all.

School will ensure that anyone who undertakes intimate care is an employee of the school, all of whom have appropriate safeguarding checks.

A written record will be kept of all support with intimate care via cpoms. This will include the date and time of the care, who was present and the reason for the support.

School will work with all pupils to promote positive self-esteem, body image and independence with self-care as far as is appropriate and practical.

School will ensure that all staff are aware of the need for confidentiality. Personal and sensitive information will only be shared with those who need to know.

School will act according to their safeguarding policy and procedures.

Where pupils are not able to be fully continent, we will ensure that an individual care plan is written to ensure their needs are clarified and met. The pupil will be included in discussions about the care plan, unless this is clearly inappropriate, as will their family. Relevant healthcare professionals including the school nurse may also be consulted. The care plan will be reviewed at least annually or sooner if the pupil's needs change.

Governors responsibilities

To ensure there are appropriate toileting facilities to meet the needs of all their pupils.

To ensure that sufficient staff are trained to meet the needs of their pupils.

The governing body will ensure that this policy is monitored and reviewed at least every three years.

Parent/carer responsibilities

Parents/carers must ensure that they work towards their child achieving the maximum possible level of independence at home.

Parents/carers must make sure that school always has required clothing/spare underwear available for their child's intimate care or toileting needs.

Parents/carers must ensure that school always has their emergency contact details.

Parents/carers must ensure that they provide all relevant information to school, as soon as possible, so that the needs of their child can be met. Where applicable, this includes the nature of their child's needs, details of any healthcare professionals involved including specialist nurses, as well as any changes in their medication, care or condition.

When needed, parents/carers should work with school to develop and agree a care plan.

Pupil responsibilities

To respect the toileting space and others use of that space and right to privacy.

To let school staff know if there is a problem with respect to the toileting/intimate care spaces

To be as involved as possible in their intimate care and independence.

To let school staff know when they are aware that they need assistance.