



أكاديمية جيمس ويلينغتون واحة السيليكون
GEMS Wellington Academy
SILICON OASIS

PL213 - Intimate Care and Toileting Policy

First Implementation date | September 2015

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Reviewed by | Sarah Hollingworth

1. Introduction

At GEMS Wellington Academy, Silicon Oasis (WSO) we are committed to safeguarding and promoting the welfare of children within our Foundation Stage. We are committed to ensuring that all staff are responsible for the intimate care of children and will professionally undertake their duties at all times. The Intimate Care and Toileting Guidelines regarding children have been developed to safeguard children and staff. Please be aware that WSO does not provide any toilet nannies.

Definition of Intimate Care: 'Care tasks of an intimate nature, associated with bodily functions, bodily products and personal hygiene, which demands direct or indirect contact with, or exposure of, the sexual parts of the body.' It is also associated with other accidents that may require a child to remove their clothes. These include changes needed as a result of water play, messy play, sickness and inclement weather. Intimate care tasks identified explicitly as relevant include:

- dressing and undressing (underwear)
- helping someone use a toilet
- cleaning/wiping/ washing intimate parts of the body

2. Aims and Objectives

The guidance is based on good practice and is designed to support procedures already in place, it aims:

- To provide guidance and reassurance to staff and parent/s.
- To safeguard the dignity, rights and wellbeing of children.
- To ensure that there is a consistent approach from all teaching staff in the Foundation Stage

3. Toileting and the Foundation Stage Curriculum

The Foundation Stage Curriculum — 'Development Matters' is clear that the role of the adult at home and in school involves supporting the child's whole development. Below are some key milestones from Development Matters related to toileting and intimate care:

Managing Self (3 – 4 years):

- Be increasingly independent in meeting their own care needs, e.g. brushing their teeth, using the toilet, washing and drying hand thoroughly.

Physical Development (3 – 4 years):

- Be increasingly independent as they get dressed and undressed, for example, putting coats on and doing up zips.

Early Learning Goal (4 – 5 years):

- Manage their own basic hygiene and personal needs, including dressing, going to the toilet and understanding the importance of healthy food choices.

4. Hand Washing:

GEMS Wellington Academy Silicon Oasis aims to promote a healthy environment in which children will grow and learn about the world around them. The application of preventative measures such as hand washing will be an effective way of preventing the spread of infection.

5. What the school expects of parents:

- Parents/carers ensure that their child is toilet-trained **before** admission to the school. **Under no circumstances should a child attend school wearing diapers or nappies.**
- Parents/carers should notify the class teacher of any issues relating to toileting. These include whether the child is prone to accidents, any upheavals at home, which may affect the child's ability to toilet themselves independently. Should the child be receiving medication for any toileting issues (constipation, diarrhea), they will not attend school until the situation is resolved.
- Parents/carers provide their child with two spare changes of clothes and plastic bags when at school. These will be kept in their school lockers within the classroom.
- Ensure that toilet training at home continues
- Promote toileting routines and hygiene in the home environment
- Parents/carers must inform the school if a child is not fully toilet trained before starting school. After which a meeting will then be arranged to discuss the child's needs.
- Parents/carers agree that after two wetting occasions per day, their child will need to be collected from school immediately. This is for the health and hygiene of the child and other children in the class.
- Parents/carers agree that after **ANY** soiling occasion, their child will need to be collected from school immediately for the health and hygiene of the child and other children in the class.

- Parents/carers agree that if their child continues to wet or soil, they will be required to remain at home to continue toilet training. This leave will be authorised.

6. What school expects of staff:

- Two members of staff will be present when having to assist a child in the bathroom.
- Staff will not spray or wipe children but will encourage correct use of tissue and hoses in the bathroom. Staff will use props (such as a doll) to demonstrate to the child the best way for the child to clean themselves.
- Staff will encourage children to go to the toilet independently during the school day. There will be set times throughout the day when students will be asked to use the bathroom. Visual reminders/aids will be available to support children with low confidence or limited understanding of English.
- Staff will assist where necessary if a child should be changed into fresh clothing.
- Staff should wear gloves and aprons if assistance with changing and toileting is needed.
- If a student requests to use the toilet, they will be allowed.

Parents/carers must recognise they are responsible for any training/changing routines for their child. As WSO is a school setting the teaching/support staff are not responsible for toilet training a child. Our intention is that the child will never be left in soiled clothing. As soon as the member of staff responsible for him/her is aware of the situation, she will assist the child in cleaning themselves. Following this the appropriate staff member will telephone the parent/carer.

Please sign and return the below to acknowledge and agree to the toilet and intimate care policy.

I confirm that I have read and accept the above policy.

Child's Name: _____ (Print Name)

Child's Class: _____

Parent Signature: _____

Date: _____