



# The Red Door School



## Toileting and Intimate Care Policy

**Approved by Board of Management:** 25<sup>th</sup> January 2017

**Next Review Date:** September 2018

**Signed:** \_\_\_\_\_  
**Chairperson of Board of Management)**



## Toileting and Intimate Care Policy

Intimate care is any caring procedure which involves attending to a pupil when he/she is undressed or partially dressed. This policy and related policies have been developed bearing in mind that all physical contact between staff and pupils:

- should be aimed at meeting the needs of the pupils
- should respect the dignity of each pupil
- should be consistent with the professional integrity of staff members.

The aim of this policy is to increase knowledge, enhance skills and promote good practice in this sensitive area. All staff will be made aware of the standards expected of them. Intimate care will be carried out only by regular school employees.

Intimate care procedures will be carried out in a manner which treats the pupil in a dignified and respectful way and allows the pupil the maximum level of privacy. The pupil's independence will be encouraged as much as is possible.

At times only one member of staff may be sufficient in dealing with intimate care needs of the pupil. In these cases the classroom teacher must be informed that staff member and pupil are leaving the classroom for this purpose (e.g. toileting accident, menstruation programme or showering programme).

In some cases two members of staff may be required and these cases will be identified by the class teacher.

Intimate care procedures involving female pupils will be carried out by female staff.

Short term/substitute/work experience staff will not be involved in the intimate care needs of pupils.

Disposable gloves and wipes are available to all members of staff.

Changes of clothing for pupils will be stored in the school and parents will be sent a reminder note for fresh clothing in the school communication books which go home each day.

### Toileting

At times, pupils at The Red Door can be involved in a toileting programme (including hygienic practices of washing hands after going to the toilet). As much as possible the student is given the utmost privacy and is prompted using visual cues to attend to their toileting themselves. In some cases the pupil may require assistance following urination or a bowel movement. Only trained staff members who are 'paired up' with the pupil will carry out these procedures.



#### ELEMENTS OF GOOD PRACTICE IN INTIMATE CARE/TOILETING PROCEDURES

- Encourage the pupil to have a positive body image (develop the concept of clean and dirty, washing hands, hygiene programme)
- Provide facilities which afford privacy and modesty.
- Use discrete observation to see if a pad needs changing.
- Take special precautions when disposing of soiled materials.

*All staff will be brought through this policy and advised as to how to carry out any intimate care/toileting procedures. If a staff member is unsure of procedures they must seek advice from the senior team.*