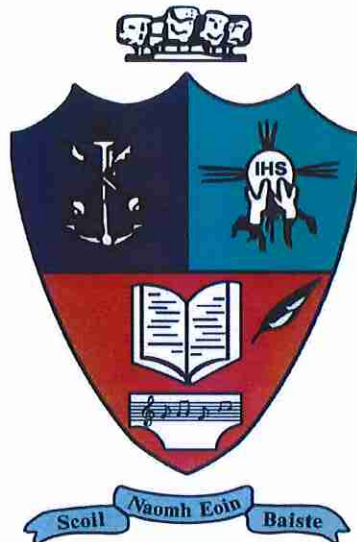


**St. John the Baptist
Junior Boys' School**

Seafield Road West
Clontarf
Dublin 3
Tel: (01) 833 6539
Roll No. 19006Q



**Scoil Naomh Eoin Baiste
Buachaillí Sóisearacha**

Bóthar Ghort na Mara Thiar
Cluain Tarbh
Baille Átha Cliath 3
Guthán: (01) 833 6539
Uimhir Rolla 19006Q

www.belgrovejbs.ie

info@belgrovejbs.ie

Intimate Care Needs Policy

Intimate Care Needs Policy

Introduction

In keeping with our Mission Statement, St. John the Baptist Junior Boys' School is committed to providing a happy, caring and secure learning environment in which the individual child is enabled to achieve his full potential. We value dignity and privacy of all our children and acknowledge their right to be respected and cherished while in our care.

St. John the Baptist Junior Boys' School also takes seriously the responsibility to safeguard and promote the welfare of the children in our care and follow the principles of best practice in relation to child protection. Meeting a pupil's intimate care needs is one aspect of child protection and welfare.

Rationale

The Board of Management is committed to ensuring that all staff responsible for the intimate care needs of pupils will undertake their duties in a professional manner at all times. It is acknowledged that these adults are in a position of great trust.

The Intimate Care Policy has been developed to safeguard children and staff. It applies to everyone involved in the intimate care of children. It should be interwoven into the delivery of the SPHE curriculum within the school so that the boys feel safe and secure at all times and know what to expect in the event of an 'accident' or a toileting need.

Definition (for the purpose of this policy)

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves but some pupils are unable to do so because of their physical difficulties or special needs.

The policy refers specifically to the following scenarios:

- Children who want to go to the toilet during yard time
- Injuries/ cuts not readily accessible and covered by a child's clothing
- Wetting/ Soiling/ Toileting

These scenarios require sensitivity and a practical, adult response. Staff should always be cognisant of the dignity and privacy of the pupil, yet Health and Safety should remain the priority.

Child Focused Principles of Intimate Care

The following are the fundamental principles upon which these guidelines on Intimate Care are based:

- Every child has the right to be safe
- Every child has the right to personal privacy
- Every child has the right to be valued as an individual
- Every child has the right to be treated with dignity and respect
- Every child has the right to have levels of intimate care that are as consistent as possible
- Every child has the right to be consulted in their own intimate care to the best of their abilities.
- Every child has the right to express their views on their own intimate care and to have such views taken into account.
- All members of staff have the right to be protected and have their needs also met in the provision of intimate care to pupils for whom they care.

Principles of Best Practice

The staff at St. John the Baptist Junior Boys' School recognise that there is a need to treat all pupils, with respect and dignity when intimate care is given. The pupil's welfare is of paramount importance and his experience of intimate and personal care should be a positive one. It is essential that every pupil is treated as an individual and that care is given gently and sensitively.

Staff will work in close partnership with parent/carers and other professionals to share information and provide continuity of care, particularly where pupils with complex needs and/or long- term health conditions have a health care plan in place, the plan should, where relevant, take into account the principles and best practice guidance in this intimate care policy.

Pupils who require regular assistance with intimate care have written Individual Educational Plans (IEP) agreed by staff, parents/carers and any other professionals actively involved. The plan should be reviewed as necessary, but at least annually, and at any time of a change of circumstances. It is good practice to agree with the pupil and parents/career appropriate terminology for private parts of the body and functions and this should be noted in the plan. Parents/Guardians will be requested to provide all necessary items associated with their child's toileting and intimate care needs, as per the child's care plan. Parents/ Guardians will be asked to sign the Toileting and Intimate Care Permission form and a copy of the parental permission will be kept in the pupil's care plan.

Where a care plan or IEP is **not** in place, parents/carers will be informed the same day if their child has needed help with meeting intimate care needs (e.g. Has had a toileting 'accident'). Information on intimate care will be treated as confidential and communicated in person by telephone or face-to-face at home time.

All pupils will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each individual pupil to do as much for himself as possible.

Staff who provide intimate care according to the needs of the pupil are fully aware of best practice regarding the wearing of aprons and disposable gloves.

There must be careful communication with each pupil who needs help with intimate care in line with their preferred means of communication (verbal, pecs etc.) to discuss their needs and preferences. Where the pupil is of an appropriate age and level of understanding, permission should be sought before starting an intimate procedure. Staff who provide intimate care should speak to the pupil personally by name, explain what they are doing and communicate with all children in a way that reflects their age and level of understanding. Wherever possible, the pupil's wishes and feelings will be sought and taken into account.

Every child's right to privacy and modesty will be respected.

Note: It is not always practical for two members of staff to assist with an intimate care procedure (and also this does not take account of the child's privacy). It is school policy, however, that a member of staff should inform another adult/colleague when they are going to assist a child with intimate care requirements.

No member of staff will carry a mobile phone, camera or similar device whilst providing intimate care.

Challenging Behaviour

In the case of challenging behaviour where a child refuses toileting, dressing or intimate care assistance or where dangerous behaviour compromises the child's health and safety, parents/guardians will be contacted immediately and will be requested to come to the school in the best interest of the child's dignity, health and safety.

Practical Issues

On a practical day to day basis, the following procedure will apply in cases of wetting, soiling or vomiting on clothes. At all times the privacy and dignity of the child will be maintained. The teacher/SNA will assist the child with dressing only if absolutely necessary. If the child has soiled himself, he will be given a clean set of underwear and clothes.

Parents can keep the underwear but borrowed clothes must be returned to the school.

Pupils will be facilitated to attend the toilet on a regular, structured basis throughout the school day and are advised on good personal hygiene.

Injuries and Cuts

When minor injuries occur in the school yard, pupils are brought to the bench. The teacher/SNA on duty will administer First Aid to the child. Children will be encouraged to remove their own clothing if the injury is to be seen and assessed. Parents will only be contacted if either the pupil or class teacher is reluctant to have the injury seen. Should the injury be deemed serious or cause concern, medical help (ambulance) should be called and parents will be immediately contacted.

Toileting During Yard Time

All pupils will be reminded that they should go to the toilet *before* going out to yard, in so far as is practicable.

During yard time the pupil must seek permission from the teacher on duty. The two toilets in the yard are to be used at this time. No pupil is permitted to re-enter the school building to use the toilets. If both cubicles are in use, the pupil must wait at the door, where the teacher can see them, until a cubicle becomes vacant.

Child Protection

The school's child protection procedures will be adhered to at all times in accordance with the School's Safeguarding Statement. All members of staff carrying out intimate care needs have been Garda vetted.

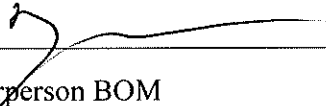
From a child protection perspective, it is acknowledged that intimate care involves risks for children and adults as it may involve staff touching private parts of a pupil's body. IN this school, best practice will be promoted and all adults (including those who are involved in intimate care and others in the vicinity) will be encouraged to be vigilant at all times, to seek advice where relevant and take account of safer working practice.

Where appropriate, pupils will be taught personal safety skills carefully matched to their level of development and understanding.

If a member of staff has any concerns about physical changes in a pupil's presentation, e.g. unexplained marks, bruises, etc. s/he will immediately report concerns to the Designated Liaison Person (DLP) or Deputy Designated Liaison Person (DDL) in accordance with the school's child protection procedures.

Any adult who has a concern about the conduct of a colleague at the school or about any improper practice will report this to the DLP or the DDL.

This policy is subject to periodic review within the policy review process of this Board.

Signed:  Date: 20/10/22
Chairperson BOM

Scoil Eoin Baiste

Buachaillí Sóisearacha

Bóthar Ghort na Mara Thiar

Cluain Tarbh, Átha Cliath 3.

D03 TD21

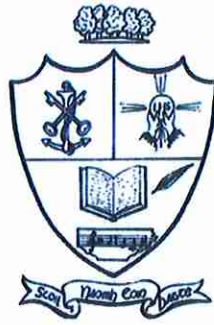
Guthán: 8336539 Fax: 8533045

Ríomhphost: info@belgrovejbs.ie

Gréasán: www.belgrovejbs.ie

Príomhoide: fionasheridan@belgrovejbs.ie

Príomhoide: Fiona Sheridan



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Seafield Road West,

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Telephone: 8336539 Fax: 8533045

E-mail info@belgrovejbs.ie

Website: www.belgrovejbs.ie

fionasheridan@belgrovejbs.ie

Príomhoide Tánaisteach: Áine Duffy

Roll No. 19006Q

Intimate Care Needs Permission Form

I/We give permission for our child (name) _____'s
toileting/intimate care needs to be attended to in line with St. John the Baptist Junior Boys'
School Toileting and Intimate Care Needs Policy.

Signed:

Parents/ Guardian

Parent/ Guardian

Date:
