



# Scoil Chaoimhín Naofa

## St. Kevin's Primary School

Gleann dá Loch, Co. Chill Mhantáin  
Glendalough, Co. Wicklow  
Tel: (0404) 45460

### Intimate Care Policy

#### Introduction

The following procedure may apply in cases of

- Wetting
- Soiling
- Vomiting on clothes

#### Process for Dealing with Accidents

At all times we will maintain the privacy and dignity of the child.

A teacher/SNA will provide the child with a change of underwear, which the child uses to change his/herself.

If necessary, we will provide a complete change of clothes. The teacher/SNA will assist the child with dressing if necessary.

If the child has soiled him/herself the parents will be contacted in order to take their child home.

In the event that a parent cannot be contacted the teacher/SNA will do all that is necessary to make the child comfortable.

Wet/soiled clothes will be put in a plastic bag and parents will be discretely informed of what has happened when they collect their child. Parents are asked to return the clothes given to their child, washed and ready to be used again.

Changes of clothes and underwear are kept in the infant classroom and in the Autism classroom.

#### Children with Specific Toileting/Intimate Care Needs

In all situations where a pupil needs assistance with toileting/intimate care the school should be made aware on enrolment so the necessary plans can be put into place.

Parents will be contacted to agree how the school can best meet the needs of the child.

Personnel involved in this care will be identified.

Provision for occasions when staff members are absent will be outlined e.g. Substitute SNA's will not generally be involved in intimate care. Any change of personnel will be discussed with the pupil, if appropriate.

Two members of staff will be present when dealing with intimate care needs.

Any changes will be discussed with parent/guardian and pupil (when appropriate).

As far as possible and when appropriate the pupil may be involved in identification of his/her personal requirements, wishes, changes etc.

Parents will be notified of any changes to agreed procedures.

At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs.

### **Ratification and Review**

This policy was ratified by the Board of Management at the September 2022 Board of Management Meeting in Scoil Chaoimhín Naofa.

**Chairperson BOM:**



**Date:**



### **Review Date**

This policy will be reviewed in September 2024 or sooner if deemed necessary.