

## **Ewanrigg Junior School Intimate Care Procedure**

Mrs C Dawson is the named member of staff who carries out this procedure.

At Ewanrigg Junior School any child who requires this care, either through vomiting or wet/soiling will be treated with the utmost care, respect and dignity.

- Intimate care arrangements will be discussed with parents/carers beforehand. The needs and wishes of the children/young people and parents/carers will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.
- The child/young person will be supported to achieve the highest level of autonomy that is possible given their ages and abilities. Staff will encourage each child/young person to do as much for him/herself as he/she can. This may mean, for example, giving the child/young person responsibility for washing themselves. Intimate care plans will be drawn up for particular children/young people as appropriate to suit the circumstances of the individual
- Mrs Dawson and the child will go to the disabled toilet, informing Miss Y Craig, Headteacher, that a procedure of intimate care is taking place. In Miss Craig's absence, Mrs Dawson will inform Mrs McGlasson, Assistant Head/ Mrs H Chilton, Assistant Head and staff in the main office.
- The child will be encouraged to remove soiled clothing by themselves. Mrs Dawson and Miss Craig will remain outside the room (in Miss Craig's absence, Mrs McGlasson, Mrs Ditchburn or Mrs Moir will be with Mrs Dawson). In the case of the child requiring cleaning/showering, Mrs Dawson will be in the room, but with her back turned to the child unless the child asks for assistance
- When this happens, Mrs Dawson will explain clearly to the child what is occurring. She will have the required toiletries ( baby wipes, disposable gloves, towels and shower gel) to hand as well as clean clothing if required
- Once the toileting /changing procedure is complete, the child will be encouraged to wash their hands
- All soiled clothing will be placed in a plastic bag for return to parents/carers
- Mrs Dawson will inform Miss Craig/ Mrs McGlasson/office staff when the care procedure is complete
- Parents/Carers will be contacted to inform them that the care procedure has taken place
- If Mrs Dawson is unavailable to carry out the procedure the following staff can be called upon:

Mrs McGlasson, Miss Tolmie, Mrs Hampson, Miss Tweedie

**C Dawson**