



# Rolestown National School

## Intimate Care and Toileting Policy

### Definition of Intimate Care

Intimate care is defined as “care tasks associated with bodily functions, body products and personal hygiene which demand direct or indirect contact with or exposure of the sexual parts of the body”. In addition to this, intimate care may also include tasks such as: help with feeding, oral care and hair care. *Guidance for Designated Centres, Intimate Care, HIQA 2014*

Table

	Intimate Care Tasks may include:
1	Helping with eating
2	Hair care
3	Oral care
4	Dressing and undressing
5	Assistance with toileting
6	Menstrual Care
7	Changing soiled continence pads
8	Catheter or stoma care
9	Prompting to go to the bathroom
10	Assisting a student with intimate care tasks

### Key Principles:

It is essential that every student with a disability is treated as an individual when intimate care is being provided and that appropriate time is taken for intimate care. It should be provided as gently and sensitively as possible, while respecting their privacy and dignity at all times.

- Students should give their consent prior to the provision of intimate care where appropriate.
- Students have a right to feel safe and secure.
- All students have the right to personal privacy.
- All students have the right to be involved and consulted in their own intimate care to the best of their abilities.
- A student’s student care plan should be designed to lead to independence.

### Provision of Intimate Care:

- In all situations where a pupil needs assistance with Toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school.
- The specific care needs of the child, and how the school will meet them, will be clarified. Personnel involved in this care will be identified.
- Provision for occasions when staff 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 and noted in writing to the pupil’s file.

- As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes etc.
- A written copy of the Care Plan will be kept on the pupils file.
- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs.
- Staff will wear protective gloves.

### **Toileting Accidents/ or other accidents requiring changing of clothes:**

- At the junior infant induction meetings, the school procedures will be outlined to parents, and they will be asked to submit in writing any specific wishes or requirements.
- A supply of clean underwear, wipes, track-suit bottoms/tops etc will be kept in the school.
- In the first instance, the pupil will be offered fresh clothing to clean and change themselves.  
If, for any reason, the child is unable to clean or change themselves, staff will help the child change as outlined above (or as directed by parents in writing).  
If staff must clean /change the child, two members of staff, familiar to the child will attend to him/her.
- Parents will be notified of these accidents.  
A record of the incident should be kept.

### **Training**

Staff should receive training in good working practices which comply with Health and Safety regulations such as dealing with body fluids, wearing protective clothing, manual handling and child protection.

Staff should also receive training in intimate care and for very specific intimate care procedures (for example, stoma care) where relevant.

Intimate care plans should be recorded in a student's individual care plan. The intimate care plan must be reviewed on a regular basis.

### **Facilities**

A designated changing area should be used where possible; eg toilets at bottom of junior and senior corridors.

- There should be hot and cold running water available in all facilities. Antibacterial hand wash facilities should be available. Hand hygiene should be carried out in accordance with national guidelines.
- Items of protective clothing, such as disposable gloves and aprons should be provided. There should be no re-use of disposable gloves.
- Wet and/or soiled continence pads should be disposed of in line with national guidelines.
- The arrangements for the disposal of any contaminated waste/clinical materials should be carried out in accordance with national guidelines. Supplies of suitable cleaning materials should be available. Anti-bacterial spray should be used to clean surfaces. The latest infection control advice should be followed, for example, for clearing blood spills or for cleaning specialist equipment.
- The correct storage and fitting of continence products should be adhered to.

This policy was ratified by the Board of Management on \_\_\_\_\_ and will be reviewed periodically.

Signed Wendy Bailey 20-03-2024.

Chairperson.