



Personal Care (Pupil Soiling)

(to be read/actioned in conjunction with the Trust
Intimate Care Policy)

Reviewed: Autumn term 2020

Next review: Autumn 2022

This guidance applies to children who are toilet trained but who have an accident whilst at school, for example due to illness.

If a child has a specific toileting need due to developmental delay or special need, then an individual Care Plan would be put in place in consultation with parents.

In the Early Years Foundation Stage & Medical Room/Accessible toilet there are the following facilities:

- Hot and cold running water
- Paper towels and wet wipes
- Gloves
- Disposable aprons

This is our local school policy on personal care:

No child is left wet or dirty at school;

When it becomes apparent that a child has had an 'accident' then it is important that a member of staff gets the child clean and changed;

Make little fuss over accidents – a child may already feel embarrassed and shy, and may be unwell;

Accidents should be dealt with swiftly, appropriately, sympathetically and calmly;

It is not necessary to have 2 members of staff present when undertaking personal care, unless there is a known risk of false allegation by a child or a parent.

(Government guidance *Safe Practice in Education*, states that:

“Staff should ensure that another appropriate adult is in the vicinity and is aware of the task to be undertaken.”)

At all times the privacy and dignity of the child should be respected;

It is acceptable to change a child when they are standing up;

Staff should use protective equipment (disposable gloves and aprons) before proceeding with personal care.

Wet wipes should be used to clean the child's skin and disposed of in a disposable bag.

Soiled clothing is placed in a carrier bag which should be tied.

Staff should check whether the child has spare clothing in their school or PE bag. If not, then school's spare clothing should be used;

Staff should give explanations of the procedure and what is happening next, (eg. “I've got some clean pants here. Can you put them on yourself or would you like some help?”)

If the child appears to be ill then parents/carers should be contacted and informed so that they can make arrangements for their child to be collected from school. Staff should be aware of the needs of the child until they are collected as they may still be unwell.

If the incident was simply an 'accident' then it is important that a member of staff speaks to the parent, either in person at the end of the session, or on the telephone if the child is collected by another adult other than their parent. This should be done discretely, explaining what happened and how it was dealt with, whilst re-assuring both the parent and the child.

The Academy refers to the Public Health Agency 'Guidance on Infection Control in Schools and other Childcare Settings'