

**Scoil San Treasa, Mount Merrion, Co. Dublin.
Board of Management**

Roll No: 18647D Telephone: (01)2881505 Fax: (01)2883306

Príomhoide: Frances Mullin (Principal: Frances Mullin)

email (Principal's Office): principal@sstreasa.ie Website: www.sstreasa.ie



Intimate Care and Toileting Policy

It is essential that parent/s alert the school – in writing and in a timely manner – to specific toileting/intimate care needs that may need to be considered.

Children with Specific Toileting/Intimate Care Needs:

- In all situations where a pupil needs assistance with toileting/intimate care, a meeting will be convened - after a place in the school has been accepted and confirmed and before the child starts school.
- In all situations where a pupil needs assistance with specific newly-emerging toileting/intimate care needs, a meeting will be convened, prior to the school addressing those needs.
- Parents/Guardians, Principal, Class Teacher (as appropriate/practicable), (SNA as may be relevant) will attend the meeting, and if appropriate, the pupil, will attend.
- The specific care needs of the child, and how the school will seek to address them, will be clarified.
- Personnel involved in this care will be identified.
- Provision for occasions when members of staff are absent will be outlined (e.g. Substitute SNA staff will not generally be involved in intimate care – although there may be cases when this is warranted/appropriate). 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, if appropriate) 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 agreement will be kept on the pupil's file.
- Parents will be notified of any changes from agreed procedures e.g. in response to exceptional circumstances.
- At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs.
- Staff are advised of the importance of wearing protective gloves.

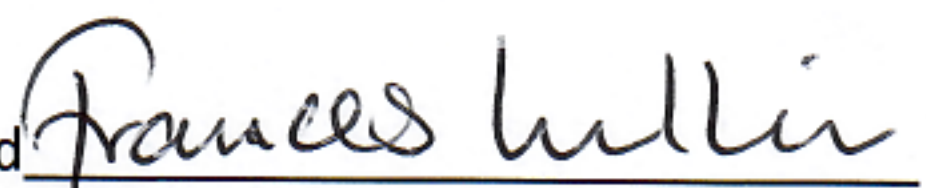
Toileting Accidents:

- The attention of parents/guardians of incoming pupils will be directed to school policies on our website
- www.sstreasa.ie or in hard copy, as appropriate. Parents are asked to submit in writing to the school - for consideration - any specific wishes regarding toileting accidents. It is the responsibility of the parents/guardians to ensure that such wishes are submitted to the school in writing, at the beginning of subsequent school year/s as appropriate.
- A general supply of clean underwear, wipes, track-suit bottoms 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, the procedure agreed with parents/guardians (where relevant) will be followed in so far as is possible, bearing in mind the possibility of exceptional circumstances.
- If staff must clean/change the child, two members of staff - familiar to the child, if possible - will attend to him/her.
- Staff are advised of the importance of wearing protective gloves.
- Parents will be notified of these accidents.
- A record of the incident should be kept.

Ratified by the Board of Management on 16/5/2022

Signed 
Chairperson of the Board of Management

Signed 
Principal