



**DUBAI
BRITISH
SCHOOL**
JUMEIRAH PARK



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SCHOOL JUMEIRAH PARK
FOUNDATION

Intimate Care Policy

This procedure is reviewed annually to ensure compliance with current regulations

	Date	Name(s):
Created:	September 2017	Muireann Carroll
Last reviewed:	August 2022	Karla Mediah + Nadine Davis
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Intimate Care Policy at DBF

The aim of this policy is to outline the intimate care and toileting procedures in place at Dubai British Foundation so as to ensure all children's intimate care needs can be met in an age appropriate manner.

Our Ethos and Principles:

We aim that intimate care issues should not prevent any child from accessing education and the EYFS curriculum. Should a child have intimate care and/or toileting needs we as a school will address this as part of their holistic education and development in collaboration with the parents/ caregivers. Special arrangements will be in place for any child who requires it.

Definition of Intimate Care at DBF:

- Intimate care can be defined as any care which involves washing, touching or carrying out an agreed procedure to intimate personal areas in order to care for another person. This may be due to their young age, physical difficulties or special needs. Examples include continence and menstrual management as well as washing, toileting or dressing.
- Intimate care tasks are associated with bodily functions, body products and personal hygiene that demands direct or indirect contact with, or exposure of, the genitals.
- It also includes supervision of children and young people involved in intimate self-care.

Best practice at DBF includes ensuring that:

All children are required to be toilet trained before they begin attending school, with the exception of Rising 3s children or children with special educational needs. Ref. below for an outline of what is considered "toilet trained" for this particular setting.

- All intimate care is provided in a manner so as to maintain the child's or young person's dignity and confidence.
- The child or young person is cared for in a way that avoids distress, embarrassment or pain.
- Staff are regularly trained regarding child protection and health and safety and are fully aware of infection control, including the need to wear gloves.
- Staff work in partnership with the child or young person's parents or carers, to discuss their needs, routines or preferences.
- Individual Health Care plans are written and agreed with parents/carers and where appropriate with the young person (see SEND policy).
- All children and young people are supported to achieve the highest level of autonomy that is possible, given their age and ability. Staff will always encourage the child or young person to do as much as possible for him/herself as possible.

- Where a child needs help with meeting intimate care needs (e.g. if soiled or has passed urine) a parent will be informed by the class teacher or LA that day. Discussion regarding frequency, support and future needs will/ may take place if deemed necessary.
- Information regarding intimate care is treated as confidential and communicated in person, by telephone, or by sealed letter, not through the home/school diary, or by any other method which is not confidential.
- Every child's right to privacy is respected.
- Careful consideration is given as to how many staff might need to be present when a child or young person needs help with intimate care dependent on the situation. This will be noted in the child's medical file if particular plans need to be put in place.
- Parents/carers should be reassured that if their child has an accident, it is not a problem and children will not be made to feel that it is an issue.

Definition of Toilet trained at DBF:

The child should be able to carry out the following **independently** before starting school:

- Tell an adult when they require the toilet.
- Pull down/ pull up clothing in order to go to the toilet.
- Wipe/ clean themselves after toileting.
- Wash and dry hands thoroughly.
- Pull-up pants/ nappies are not allowed (with the exception of Rising 3s children). Ref. changing section for details on this.

*Where a child has specific developmental or medical needs which impact on their intimate care needs, SLT must be informed during assessment. In this instance the school will work closely with the family to devise a plan which is reflective of the child's needs. When a child has a specific medical or developmental condition which could impact on toileting management, then advice from the paediatrician should be sought either by the parent/carer or with permission, the designated adult e.g. teacher or SENCO. In this instance/ if required to maintain the young person's dignity, appropriate facilities will be used e.g. nurse's toilet rather than pupil toilet.

It is developmentally appropriate for children in Rising 3s to require varying levels of assistance with toileting. The toileting competency of each child will be shared by their parents with the school before their first day alongside the signed intimate care waiver permitting the Rising 3s Nanny to support their child with intimate care tasks (see Definition of Intimate Care above) in line with appropriate hygiene practices (see Hygiene Practises at DBF below).

Completion of 1st month

- After completion of 1st month at school, parents of children that appear not to be toilet trained will be invited in to meet the School Nurse. (more than 3 episodes)
- Advice and support to be offered.

- Subsequent accidents of a repetitive nature will not be cleaned in school but the student will be sent home.
- Parents will be referred to a SLT for consultation if required.

Swimming

- Full swimming costume/suit to be worn.
- No swimming nappies are allowed.
- If your child is not toilet trained, they will not be allowed to swim.

Hygiene Practices at DBF:

All staff should follow good hygiene practices, which include:

- Disposable gloves should be worn.
- Disposable plastic apron should be worn where required.
- Systems should be in place to deal with spillages appropriately and safely.
- Spillages must be cleaned according to local policy. Hot water and soap OR antibacterial spray or wipes are appropriate.
- *Soiled disposable nappy to be placed in plastic nappy bag and disposed of according to local arrangements. Reusable nappy to be placed in double plastic nappy bag and returned to parent.
- Soiled clothing to be placed in double plastic bags and returned to parent/carer.

Correct hand washing techniques should be followed.

- For adults, use hot water and soap. Dry hands with disposable paper towels. Antibacterial gel can then also be used.
- For child, hand washing to be initially modelled by, and where required, supervised by an adult.

Changing Policy:

In the event of an accident the following will occur:

- Child will be brought to school nurse for changing.
- In the unlikely event the school nurse is not available the class L.A. will bring the child to the nurses room and change them there in the presence of another adult.
- Spare clothes will be stored at all times in the child's cubby box. The parent if needed should regularly replace these clothes.
- *If parents are using 'pull ups' or pads there should be discussion with parents about the phasing out of these, without causing the child confusion. Many children use pull-ups in the same way as a nappy and they can prolong toilet training as a child does not

feel that they are wet. They also mean that any accidents do not have to be dealt with straightaway, so a child can become confused, especially if they are swapping between pull ups at nursery and pants at home. For individual children, pull ups may still be agreed as the most appropriate option.

*Refers to SEND pupils.

Rising 3s Changing Policy:

- If the child has wet/soiled in a nappy, the child will be taken to the changing table by the Rising 3s Nanny where nappies, wipes, and creams provided by the child's parents will be used and applied.
- If the child has wet/soiled in a pull-up, the child will be taken to the children's toilet by the Rising 3s Nanny where the child will be helped to pull down their pull-up, clean themselves with tissue/wipes, and help them put on a clean pull-up.
- If the child has wet/soiled in pants, the child will be taken to the children's toilet by the Rising 3s Nanny where the child will be helped to pull down their pants, clean themselves with tissue/wipes, and help them put on clean pants.
- In the unlikely event that the Rising 3s Nanny is not available, the LA will take the child to the school nurse to be changed.
- In the unlikely event the school nurse is not available, the LA will change them in the nurse's room in the presence of another adult.
- Soiled disposable nappy to be placed in plastic nappy bag and disposed of according to local arrangements. Reusable nappy or pants to be placed in double plastic nappy bag and returned to parent.
- All nappies, pull-ups, pants, wipes, and creams are to be provided by parents and to be stored in the child's cubby.

Type of accident and response: One day

- First wet- changed by the nurse.
- Second wet- changed by the nurse.
- Third wet- changed by the nurse and sent home with parents/caregivers for cleaning.
- First soiling- changed by the nurse.
- Second soiling- changed by the nurse and sent home with parents/caregivers for cleaning.

N.B. In the event that a child wets or soils themselves and it requires intimate cleaning then a parent/ caregiver will be requested to take the child home for cleaning. DBF does not have shower facilities.

Sample Toileting Plan for use at DBF for SEND Pupils

Toileting Plan for:..... Date:.....

In line with his/her development (Child's name) is currently in nappies/pull ups and is in an early stage of toileting competency. He/She is showing limited/no awareness

of being wet/soiled OR is currently in nappies/pull ups e.g. going to the bathroom or verbally communicating toileting desire.

Remi will be responsible for changing (child's name) whilst at DBF. The Rising 3s Nanny will also be aware of his/her needs and will be available to change him/her when required.

DBF will provide a changing station, gloves and disposable aprons. Parent/carer will provide consumables which could include nappies/pull ups, wipes, nappy sacks and spare clothes.

(Child's name) will be changed in the Nurses' office bathroom or the changing station. Other arrangements specific to the child can also be included as per parent/teacher agreement and in line with Health and Safety (see Health and Safety Policy).

To comply with our child protection procedures, if Remi or the Rising 3s Nanny are unavailable, 2 members of staff will be present to change (insert child's name).

Used disposable nappies and wipes will be placed in a nappy sack and disposed of in a nappy bin/ medical waste bin. Reusable nappies will be stored in double nappy sacks, in the child's cubby, to be given to parent at the end of the session/day.

Staff will record date and time of changing. This information will be shared with parent/carer.

This plan will be reviewed as the child's needs change.

Signed: _____

Intimate Care Waiver for Rising 3s

I give permission for my child to be supported with toileting and changing when necessary whilst enrolled in Rising 3s at DBF. I understand that as _____ 's parent(s) it is my responsibility to provide consumables including nappies, nappy bags, wipes, and 2x spare sets of clothes for the Rising 3s Nanny to use for my child and will replenish these as requested by the Rising 3s team.

Toilet competency (please tick the best fit for your child)

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
Fully toilet trained	In the process of toilet training (wears pull ups)	Not toilet trained/Early stages of toilet training (wears nappies or pull ups)

Signed: _____

Sample Toileting Plan for use at DBF for individual children

Toileting Plan for:..... Date:.....

In line with his/her development (Child's name) is currently in nappies/pull ups and is in an early stage of toileting competency. He/She is showing limited/no awareness of being wet/soiled OR is currently in nappies/pull ups e.g. going to the bathroom or verbally communicating toileting desire.

Remi will be responsible for changing (child's name) whilst at DBF. The Rising 3s Nanny will also be aware of his/her needs and will be available to change him/her when required.

DBF will provide a changing station, gloves and disposable aprons. Parent/carer will provide consumables which could include nappies/pull ups, wipes, nappy sacks and spare clothes.

(Child's name) will be changed in the Nurses' office bathroom or the changing station. Other arrangements specific to the child can also be included as per parent/teacher agreement and in line with Health and Safety (see Health and Safety Policy).

To comply with our child protection procedures, if Remi or the Rising 3s Nanny are unavailable, 2 members of staff will be present to change (insert child's name).

Used disposable nappies and wipes will be placed in a nappy sack and disposed of in a nappy bin/ medical waste bin. Reusable nappies will be stored in double nappy sacks, in the child's cubby, to be given to parent at the end of the session/day.

Staff will record date and time of changing. This information will be shared with parent/carer.

This plan will be reviewed as the child's needs change.

Signed: _____