ol Scoil Baile Fálbhach
Lusca Co.Dublin
Baile Átha Cliath

P|
Roll No: 17472M
www.hedgestownns.com

Hedgestown National School Intimate Care Policy

1.Introduction

Intimate care is any care which is associated with invasive procedures relating to bodily functions, bodily products and personal hygiene which demands direct or indirect contact with or exposure of intimate parts of the body, such as cleaning up after a child who has soiled themselves. In addition, some children may need help with dressing/undressing or using the toilet. Most children can carry out these functions themselves but it is recognised that some are unable to due to physical disability, learning difficulties, medical needs or needs arising from the child's stage of development.

This policy and related procedures have been developed bearing in mind that all physical contact between staff and students:

- Should be aimed at meeting the needs of students
- Should respect the dignity of each student
- Should be consistent with professional integrity of staff members

2. Toileting Accidents.

As teachers we act 'in loco parentis' and can deal with a toileting accident without assistance. It is good practice to only provide help that is required by the student. The teacher should encourage the student to do as much for themselves as

possible. A teacher must always be cognisant of his/her duty of care regarding effective supervision of all the students in the class when assisting a student with toileting.

ol Scoil Baile Fálbhach
Lusca Co.Dublin
Baile Átha Cliath

P| Roll No: 17472M
www.hedgestownns.com

---

3. Toileting of students in the Autism Classroom.

It is school policy that;

- The personnel involved in intimate care needs of students are usually SNAs but teachers may be involved.
- Additional support will be provided by SNA's/ teachers from another class if needed.
- The SNAs will encourage the child to do as much as they can themselves but may need to assist with wiping/ cleaning.
- There should be a minimum of one SNA / teacher present at any one time.

4. Parent Responsibilities

Parents/Guardians need to identify any toileting needs in their application form. Children attending Hedgestown NS should be toilet trained and/ or have a toileting plan in place.

Where possible, parents/guardians should provide the school with professional reports (O.T., nurse, Early Intervention Team. Enable Ireland etc) and/or relevant contact details. Professional reports should recommend toileting strategies and support school staff in supporting intimate care needs of the child. Professional reports may also indicate the need for specialised equipment, to ensure the dignity of the child at all times. Parents / guardians should supply the school with the resources required to carry out the toileting or other care needs, which may include, but not be limited to;

- Nappies

- Wipes
- Creams
- Nappy Sacks
- Spare underwear
- Spare Clothes

5. Intimate Care/Toileting Plan

In the event that a specific toileting need has been identified for a student, an intimate Care/Toileting Plan will be developed in partnership with the student's class teacher, designated SNAs and the student's parents/guardians. The Care Plan must include;

- Specific Care Need
- Number of staff required to meet the need of the student
- Additional equipment required
- Childs preferred means of communication to include agreed terminology for body parts and bodily functions. Cues and pictures used at home will be replicated at school.
- Child's level of ability
- Signature of Class Teacher
- Signature of Principal

6. Elements of good practice for staff:

ol Scoil Baile Fálbhach
Lusca Co.Dublin
Baile Átha Cliath

P
Roll No: 17472M
www.hedgestownns.com

- While it is not possible to prescribe guidelines that will apply in all situations, it is important the elements of good practice be followed:
- In the case that a student has an Intimate Care Plan ensure you are completely familiar with the plan. Address the student by name and ensure he/she is aware of the focus of the activity.
- Verbalise your actions to the student in a reassuring way to prepare them for each procedure.
- Use visual cues for students with limited communication, e.g., pointing at a wipe or picture board.
- No member of staff will have a mobile phone or similar device in their hand whilst providing intimate care.
- Use appropriate and professional language. Specific language may be detailed in a care plan. Respect the dignity and privacy of the student at all times.
- Have all equipment and materials to hand before commencing.
- Use discreet observation if checking to see if a nappy needs changing.
- Use protective gloves provided. Take all precautions when disposing of soiled material in the bin provided.

Intimate care procedures will be carried out in a manner which treats the student in a dignified and respectful way and allows the student the maximum level of privacy. The student's independence will be encouraged.

7. Staff Roles and Responsibilities:

Teachers, and the Principal assume shared responsibility, participates in, and contributes to the implementation of an effective 'Intimate Care and Toileting Policy'. Success Criteria:

The school evaluates the success of the policy through:

ol Scoil Baile Fálbhach
Lusca Co.Dublin
Baile Átha Cliath

P| Roll No: 17472M
www.hedgestownns.com

---

1. Participation of all staff in the policy
2. Safe and effective care of all students in our school
3. Feedback from all staff
4. Feedback from relevant parents/guardians

8. Child Protection

In a situation where an issue of concern arises while carrying out an intimate care task, the staff member will report this concern immediately to the Designated Liaison Person (DLP) or Deputy DLP if the DLP is not available. Such issues may include:

- The student seems unusually sore, tender or bruised
- The student seems to misinterpret what is said or done
- The student has a very emotional reaction without apparent cause
- The student makes an allegation against a staff member

Any concerns will be dealt with by the DLP in accordance with Children First and the Department of Education and Skills Child Protection Procedures for Primary andPostPrimary Schools.

22/10/2025