



مدرسة جيمس رويال دبي الخاصة
GEMS Royal Dubai School

TOILET AND INTIMATE CARE POLICY

GRDS 2020-21

Review Date: February 2022
Charlotte Grieves Vice Principal

INTRODUCTION

GEMS Royal Dubai School recognises that the provision of open access to well-maintained, clean, private and safe toilet facilities throughout the school day are essential for health and wellbeing, and that lack of such can have a negative impact on learning.

Staff at GEMS Royal Dubai School are not expected to toilet train pupils. Therefore unless a child has a medical need, as defined through legislation, it is expected that parents/carers will have trained their child to be clean and dry before they start in FS1 and on admissions will be asked to sign that this is the case. However, the school also recognises that “accidents”, both urinary and faecal incontinence, as well as vomiting, do occur at times and our aim is to minimise any embarrassment or trauma in any way to the child at such times.

AIMS

- To maximize access to toilet facilities during the day to promote the health and wellbeing of all.
- To provide good quality toilet facilities throughout the school.
- To have procedures in place for supporting children who require support with personal care. This may be either short term due to a one-off accident or on a longer term basis if the child has a prolonged medical need.
- To attend to any child’s intimate care needs in a way that minimises distress or embarrassment.

To ensure these aims are met we will:

- Endeavour to keep all toilets open and available to pupils and staff throughout the school day.
- Allow pupils’ free access to toilet facilities at all times. While pupils can use the toilets at break and snack times, we recognise that toilet needs are highly individual and do not conform to regimented timetables.
- Allow students to quietly seek permission from their class teacher to use the toilet without adverse comment. We recognize that some pupils only feel comfortable going to the toilet when others are not around.
- Ensure that the toilets and washrooms provide visual privacy for users and that the facilities are suitable for the range of anticipated users, including pupils with special needs and those from different ethnic and religious communities.
- Ensure that all toilet areas are regularly cleaned and have properly maintained supplies, at all times, of warm and cold water, soap, hand drying facilities and toilet tissue in dispensers, provided at a convenient height, and include sanitary disposal units in all female cubicles for girls aged eight and above. Encourage pupils to respect the toilets and each other as part of our SWPB strategy.

- Ask parents with children new to FS to sign a letter prior to admittance to confirm that their child is fully toilet trained and to explain what will happen in the case of a toileting accident.
- Have in place intimate care procedures as part of the safeguarding framework to protect both children and adults. It is also important that school leaders ensure staff are supported and trained so that they feel confident in their practice.

DEFINITION OF INTIMATE CARE

Intimate personal care includes hands-on physical care in personal hygiene, and physical presence or observation during such activities. Intimate personal care tasks can include:

- body bathing other than to arms, face and legs below the knee
- toileting, wiping and care in the genital and anal areas
- dressing and undressing
- application of medical treatment, other than to arms, face and legs below the knee

INTIMATE CARE PROCEDURES

GEMS Royal Dubai School is committed to ensuring that all staff responsible for the intimate care of children will undertake their duties in a professional manner at all times, treating all children with respect and dignity. No employee can be made to provide intimate care. Any child who needs support will be given the opportunity to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as they are able. In cases of soiling where the child needs a high level of support to ensure appropriate cleaning then parents must be contacted beforehand wherever possible.

If a child has a disability or medical need however which requires regular support with toileting then an individual care plan (ICP) should be written and shared with the child's teacher/s and parents.

Staff who provide intimate care to children should have a high awareness of safeguarding issues. If any member of staff has concerns about physical changes to a child's presentation, e.g. marks, bruises, soreness etc. s/he will immediately report concerns to the appropriate designated persons for safeguarding.

The following procedures should be followed

1. In FS1 & FS2 if a child has an accident which involves urine only while at school, the teaching assistant/nanny of that child's class will direct and assist the child into a set of dry clothes within the classroom toilet. A second adult should be present close by in the classroom. All children should keep a change of clothes in their lockers.
2. If the child in FS1 & FS2 is soiled, they will be escorted down to the clinic. The Nurse will telephone the parents and ask them to come in to assist their child with their hygiene requirements. If the parent is not available to come in then the Nurse will gain the parent's verbal permission for them to do so. The child should be taken to the bathroom in the Doctor's Office and assisted with their intimate care needs by the Nurse. The class TA/nanny should be present close by in the office to safeguard the Nurse. The child will

then be able to return back to their own class unless a medical decision is made that they need to go home, e.g. if they have diarrhoea. If a parent is not contactable then the Nurse should assist the child and then the parent should be made aware via email or phone call.

3. In KS1 or KS2 if a child has an accident or has soiled themselves, a Teaching Assistant should be called. She will assist the child to the bathroom in the Doctor's Office. If the child is able to maintain their own hygiene and clean themselves, then they will be directed to do so and change into some clean clothes with a second adult present. If the child is unable maintain their own hygiene needs the parents will be called and the same procedure as FS1 & 2 should be followed.

If it is required, and with the child's consent, the showering facilities within the clinic will be utilized. The soiled tissues and wipes will be disposed of into a plastic bag, which will be sealed and placed in the black rubbish bin. The soiled clothes will also be sealed into a bag, then double bagged to be taken home for washing.

Following any such incident a discussion should be held as soon as possible between the clinic staff and the parents to ensure that there is no need for further medical referral.

Please Note

If the child has frequent accidents in school, the Principal reserves the right to request the child's withdrawal from the school until they are fully continent.

Review date: February 2022