



St George's College

Founded 1898

INTIMATE CARE POLICY & PROCEDURES

Reviewed and approved Jan 2023

Next review Jan 2024

ST GEORGE'S VISION MISSION AND VALUES

VISION STATEMENT

St George's College is a private, non-profit, bilingual, co-educational, learning institution with a long tradition in providing a well-rounded and demanding education. It delivers an international curriculum of high standards, which seeks to develop strong ethical values and character integrity, in order to allow its students to become useful and successful citizens.

MISSION STATEMENT

Our mission is to provide students, between the ages of 3 and 18, with a bilingual education that integrates the Argentine and international curricula. We strive for the continual improvement in the quality of the teaching and learning, management and school resources in order that the students may develop their potential to the full. Our environment nurtures individual development, independent thinking, sportsmanship and an extensive and close interaction with the community.

STATEMENT OF VALUES

Since its foundation in 1898, St George's College has been based on values adopted by its Christian founders, drawn from the best ones stemming from British tradition. These values are centred upon the following:

- Uphold honesty, integrity and truth.
- Demonstrate fortitude in terms of energy, initiative, courage and responsibility.
- Exercise good manners and respect towards people, rules, institutions, and the environment.
- Commitment and loyalty to the College, its people and society at large.
- Actively develop the concept of duty, caring and leadership through example.
- Apply perseverance and fair play in behaviour, work and play.

The College strives to uphold these values through its Governors, Staff, Parents and Students, adding to the best traditions established by its Founders.

1. COMMITMENT TO INTIMATE CARE

At St George's it is expected that children are toilet trained before they join the school. Staff are not expected to toilet train pupils. Therefore, unless a child has a disability as defined through legislation it is expected that parents/carers will have trained their child to be clean and dry before they start school and manage their own intimate care needs.

There are groups of children and young people that may require intimate care to SEND, disability or medical needs or due to a temporary impairment. A health care plan will be put in place for such pupils; the plan should consider the principles and practical guidance in this policy.

To facilitate this:

- Communication will be clear to parents around the expectation of children being toilet trained before their first day at school, unless there are any medical or other developmental reasons why this may not be appropriate.
- Staff at St George's will work in close partnership with parents, families and other professionals to share information and provide continuity of care between home and school. Toilet training is an essential self-care skill that children learn with the full support and non-judgmental concern of adults.

Each class teacher is responsible for ensuring that all staff working with their class and children understand and follow these procedures.

This policy and procedures document should be read in conjunction with:

- Safeguarding and safer recruitment policy & procedures
- Health and safety policy & procedures
- First aid policy & procedures
- Staff code of conduct
- Whistle blowing
- SEND

2. AIMS

COMPLIANCE

- To ensure the school is compliant with all national laws and guidelines
- To ensure best practice from around the world

ONE SCHOOL

- To establish principles efficiently across all sections and highlight procedural differences.
- To ensure where possible that resources, contracted services and support materials are implemented efficiently across all sections and wherever possible replicated.

FRAMEWORK

- To provide the school's leadership a framework within which to work.
- To communicate clearly with the community what our policies and procedures are.

POLICY SPECIFIC

- To ensure pupils are looked after and cared for in a responsible, respectful and safe way.
- To provide staff with clear guidelines to ensure their own safety at work.

3. DEFINITION

Intimate care can be defined as any care which involves washing, touching or carrying out a procedure to intimate personal areas which most people usually carry out themselves, but some pupils are unable to do so because of their young age, physical difficulties or other special needs. It also involves supervision of pupils involved in intimate self-care.



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QUILMES

4. PROCEDURES

Starting school is an important and potentially challenging time for children. It is also a time of growth and very rapid developmental change for all children. As with all developmental milestones there is wide variation in the time at which children master the skills of being fully toilet trained. For a variety of reasons, children in the Kindergarten might:

- Not be fully toilet trained across all settings.
- Have been fully toilet trained but regress for a little while in response to the stress and excitement of starting school.
- Be fully toilet trained at home but prone to accidents in a new setting
- Be on the point of being toilet trained but require reminders and encouragement.
- Have SEND and might require help (during the Pre-Prep and beyond) with all or some aspects of personal care such as washing, dressing or toileting.

Our approach to best practice

On occasion an individual child may require some assistance changing as a result of a toileting accident, getting wet outside, or has vomited on his/her clothes etc. Staff will always encourage the child to attempt to undress and dress unaided. However, if assistance is required this will be given, in a way that supports children's growing independence of self-care skills.

If a child wets or soils him/herself in school, the child will always be treated with respect. He/she should be comforted and reassured throughout. The following guidelines outline our usual procedures, but we will also seek to make age-appropriate and individual responses where needed.

We respect that there is a need to treat all pupils with care and dignity when intimate care is given. The child's welfare is of paramount importance and his/her experience of intimate and personal care should be a positive one. It is essential that every pupil is treated as an individual and that care is given gently and sensitively, no pupil should be attended to in a way that causes further discomfort or distress.

Procedure for undressing and dressing pupils – after wetting or soiling

- Pupils who require regular assistance with intimate care for a medical or developmental reason will have an Education Health Care Plan (EHCP) agreed by

staff, parents/carers and any other professionals actively involved. In this instance, an individual procedure will be followed.

- Where a plan is not in place parents/carers will be informed the same day if their child has needed help with intimate care needs (e.g. has had an 'accident' or wet or soiled themselves). Information on intimate care should be treated as confidential, communicated, sensitively in person by, telephone, and by email.
- If staff are concerned in any way that a child is very distressed, then parents/carers will be asked if they can come to school to assist their child.
- Staff will give the individual child opportunity to clean themselves and change his/her underwear away from others so that their dignity and privacy is respected.
- Staff will encourage the individual pupil to do as much for him/herself as possible.
- Staff providing intimate care should speak to the pupil by name, make eye contact at the child's level, explain what they are doing and communicate with the child in a way that reflects their age.
- If a child soils themselves to a level that requires a shower, then a member of the Kinder team will take the child to the infirmary where there is a shower facility.
- An individual member of staff should inform another appropriate adult when they are going to assist a child with intimate care, and where they are providing it and ensure that the door to the space is left open.
- Adults who assist pupils with intimate care should be employees of the school, not students or volunteers and as such have gone through appropriate police checks and safeguarding training.
- Parents will be asked to provide spare uniforms for children to change into in the event of an accident (additional school uniform will be available if a child is without spare uniform on the day of the accident). Parents are asked to return the uniform clean as soon as possible.
- A supply of wipes, disposable gloves, plastic bags, clean underwear and socks will be available to assist with this process.

POLICY REVIEW

This policy is to be reviewed by SLT and presented to the Board of Governors for final consideration and approval.

Approved by the Board of Governors, signed:

Dr Francisco Follett, Chairman

James Belmonte Diver, Headmaster

Date: