



ROSSMORE SCHOOL

DIRECT PERSONAL CARE POLICY

1. Policy Statement

At Rossmore School we believe that every child has the right to support in all areas of education and development - physical development and personal care being examples. This policy outlines the procedures we follow to ensure all children are treated with dignity and respect and given appropriate support and care as necessary.

2. Introduction

Personal care can be defined as care tasks of an intimate nature, associated with bodily functions, body products and personal hygiene. On entry to school, it is expected that the majority of children will be able to use the toilet unassisted and will be encouraged to take responsibility for their own personal care. It is accepted, however, that this may not necessarily be the case for all children and that additionally, from time to time, accidents may happen. In these circumstances, staff will support the child's needs in line with this policy.

3. Aims

- 3.1 Within a climate of inclusion all children will be dealt with sympathetically and with as little disruption to their education as possible.
- 3.2 When such incidents occur, the child may be supported and strategies developed to try and ensure that there is no repeat occurrence.
- 3.3 It is our intention, at all times, to keep the child's embarrassment to a minimum, with as little disruption as possible, ensuring that incidents are dealt with tactfully, with the best interests of the child at heart.
- 3.4 Throughout school, parents will be informed of our guidelines for dealing with such incidents and relevant permission will be sought.
- 3.5 In line with the Cheshire Education and Community Health and Safety Manual we will ensure that children will be treated with dignity and respect. We do, however, also respect the need to sustain proper hygiene precautions in the interest of everyone present at school.

4. Guidelines

- 4.1 With regard to wet accidents, the child will be taken to a private toilet, where they can change themselves in privacy and without embarrassment.
- 4.2 If minor incidents of soiling occur, the child will be expected to clean him/herself up and change into clean clothes (where possible) or PE kit. Soiled articles will be double-bagged by the child and taken home. In such cases parents will be informed at home time. If the child is not able to manage effectively a parent will be contacted to come and support the child (either within school or at home).
- 4.3 If a more severe incident of soiling occurs, clearly as a result of the child being unwell, parents will be contacted to take the child home. If neither a parent nor any other named contacts are available, the child will be expected to clean him/herself up and change into clean clothes (where possible) or PE kit. Soiled articles will be double-bagged by the child and taken home. In such cases parents will be informed as soon as possible.
- 4.4 If a child's individual statement makes provision for welfare support for personal care, this person should supervise any necessary personal care in line with their job description, following procedures as discussed and agreed with the class teacher and parents when initially assigned to work with the child.
- 4.5 Other staff would not be required to undertake the responsibility of a welfare assistant or other member of staff specifically assigned to an individual child to deal with matters of personal care.
- 4.6 There may be occasions, for example, when the child is particularly distressed, when parents would be contacted to either support the child in school or take him/her home.