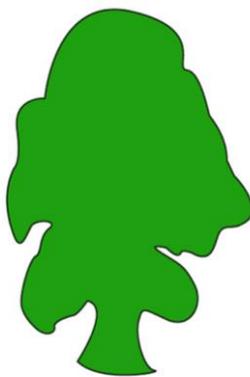


Contenance Policy

FOR

ELMHURST SCHOOL



Adopted:	September 2017
Next Review Date:	September 2020
Responsible Committee	Health & Safety Committee

Signed:

Headteacher:	Mrs R. Lee
Chair of Governors:	Dr D. Gamble

This is a necessary statement of the procedures the school will follow in case a child wets or soils him/herself, or is sick while on the premises. The same precautions will apply for nappy changing.

This will include:

- Staff to wear disposable gloves and aprons while dealing with the incident.
- Soiled nappies to be double wrapped, or placed in a hygienic disposal unit.
- Changing area to be cleaned after use.
- Hot water and liquid soap available to wash hands as soon as the task is completed.
- Hot air dryer or paper towels available for drying hands.
- Soiled clothes to be wrapped in plastic and returned to parent for washing.

Children who are likely to wet or soil on a regular basis should have wipes provided, nappy sacks and nappies and a personal care plan in place. In an accidental incident school wipes will be used.

Facilities

The block with the staffroom includes an area for changing and showering children in order to meet the personal development needs of children. Where children are toilet training pull-up style nappies may be changed in a toilet area. Children will stand to change and are encouraged to sit, even briefly, on the toilet.

Any staff member who changes a child should alert a colleague before commencing. A 'Do Not Enter' sign (visually illustrated) can be placed on the toilet door to ensure that privacy and dignity are maintained during the time taken to change the child.

Hygienic disposal units are located in the Early Years department and the shower room in the block. There is also a bin with secure lid in the Key Stage One block for pupil's toilet training in this area. This bin is to be emptied into a hygienic disposal unit at the end of the session.

Child Protection

DBS checks are carried out to ensure the safety of children at Elmhurst. If there is known risk of false allegation by a child then a single practitioner should not undertake nappy changing. A student on placement should not change a nappy.

Procedure for personal care at Elmhurst

The school has clear written guidelines for staff to follow when changing a child to ensure that staff follow correct procedures and are not worried about false accusations of abuse. Parents are made aware of the procedures the school will follow should their child need changing during school time.

These specify:

- Who will change the nappy/soiled clothing
- Where changing will take place
- What resources will be used
- How the nappy will be disposed of
- What infection control measures are in place
- What the staff member will do if the child is unduly distressed by the experience or if the staff member notices marks or injuries

Elmhurst will also need to consider the possibility of special circumstances arising, should a child with complex continence needs be admitted. In such circumstances the appropriate health care professionals will need to be closely involved in forward planning.

Job Descriptions

It is likely that most of the personal care will be undertaken by one of the teaching/learning support assistants working in that area of the school. This is part of the job description for these posts i.e. that they should offer personal care to promote independent toileting and other self-care skills as one of their tasks.

Advice

Delayed continence may be linked with delays in other aspects of the child's development, and will benefit from a planned programme worked out in partnership with the child's parents and the medical services attached to Elmhurst.

There are other professionals who can help with advice and support. The School Nurse or Family Health Visitors have expertise in this area and can support parents to implement toilet training programmes in the home. Health care professionals can also carry out a full health assessment in order to rule out any medical cause of continence problems. The Specialist Community Child Health Services has produced a helpful publication 'Toileting Issues for Schools and Nurseries' which you may send for to get additional information on continence issues.

Parents are more likely to be open about their concerns about their child's learning and development and seek help, if they are confident that they and their child are not going to be judged for the child's delayed learning.

Parental Responsibilities and Agreement

The Parent will:

- Agree to ensure that the child is changed at the latest possible time before being brought to the school.
- Providing the school with spare nappies and a change of clothing.
- Understanding and agreeing the procedures that will be followed when their child is changed at school – including the use of any cleanser or the application of any cream.
- Agree to inform the school should the child have any marks/rash.
- Agree to review arrangements should this be necessary.

The School will:

- Agree to change the child during a single session should the child soil themselves or become uncomfortably wet.
- Agree how often the child would be changed should the child be staying for the full day.
- Agree to monitor the number of times the child is changed in order to identify progress made.
- Agree to report should the child be distressed, or if marks/rashes are seen.
- Agree to review arrangements should this be necessary.