



Nappy Changing Policy

Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'



Nappy Changing Policy

Mission Statement:

In order to achieve success at Fazakerley Primary School we believe that *everyone* in our community is of equal *worth* and should be given the opportunity to develop their full potential intellectually, emotionally, socially, physically and professionally. We promote in our whole school community an understanding and respect for everyone's well-being and mental health, valuing and supporting each other as an integral part of our school life.

Aim of policy:

Fazakerley Primary School recognises that some children with SEND and other children's home circumstances may result in children arriving at school with under developed toilet training skills. The aim of this policy is to ensure that appropriate provision is made for such children. This policy also aims to clarify the school's position on toileting needs in children who have no SEND needs and who soil regularly within the school day.

Fazakerley Primary School is committed to safeguarding and promoting the welfare of children and young people. We are committed to ensuring that all staff responsible for intimate care of children and young people will undertake their duties in a professional manner at all times. Intimate care is defined as any care which involves washing, touching or carrying out an invasive procedure that most children and young people carry out for themselves, but which some are unable to do. This policy is written in conjunction with the Intimate Care Policy utilised by Fazakerley Primary School.

SEND and Inclusion

Staff will work in close partnership with parents and carers to share information and provide continuity of care. If a child is not toilet trained because of a disability, his/her rights to inclusion are additionally supported by the SEN & Disability act 2001 & part 1V of the Disability Discrimination act 1995. The DDA requires schools to make reasonable adjustments to meet the needs of each child, which includes continence issues. Children may have accidents from time to time and some children may remain incontinent for a prolonged period of time due to a specific medical condition.

Toileting and the Foundation Stage Profile

Curriculum guidance for the Foundation Stage is clear that the role of the adult involves supporting the child's whole development, particularly their Personal, Social and Emotional development including supporting the transition between settings. One of the Early Learning Goals for children to achieve by the end of the Foundation Stage is for Managing Self for each child to "manage their own basic hygiene and personal needs, including going to the toilet."

Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'



Intimate Care in Key Stage 1 and Key Stage 2

Please refer to Intimate Care policy.

Parental responsibility

Prior to starting at Fazakerley Primary School prospective parents/carers will be reminded of the school's expectation that pupils should be toilet trained before they start school. It will also include a sharing of this policy during parents' induction meetings in school. **If a child is not fully toilet trained before starting school, the parents/carers must inform the school.** A meeting will then be arranged prior to a start date being given. This may be in person **or by telephone** by either the EYFS lead or the Nursery Lead. The child's needs will be discussed and reasons for the child not being fully toilet trained will be recorded. Parents of children who anticipate toileting accidents will be required to provide spare clothes (to be kept on their peg in the cloakroom). It is essential that parents / carers recognise they are responsible for any training / changing routines for their child. School is not responsible for toilet training a child, however we will endeavour to support parents/carers by encouraging children to use the toilet regularly and with increasing independence. Where a parent is aware of any concerns or issues around their child's toileting routine at any age, they should discuss the issues with the school during the meeting to compile a Personal Care Plan.

Staff responsibilities with children who have a special educational and/or a diagnosed medical need

The Learning Support Assistant will help the child with intimate care. Parents/carers should supply nappies/wipes on a daily basis together with a change of clothes. If a child soils him/herself during school time, the LSA and one member of the EYFS staff (teacher, support staff, practitioner, meals supervisor) will help the child where needed to

- Remove their soiled clothes
- Clean skin (this usually includes bottom, genitalia, legs, feet)
- Dress in the child's own clothes or those provided by the school
- Double wrap soiled clothes in plastic bags and give to parents/carers to take home.

Within reception classes (Foundation 2), children will not have access to a changing mat or changing station. Children will be expected to stand in order for the LSA to support and help them with their hygiene needs. Independence will be encouraged in order to promote toileting awareness. Within reception classes, there is not a separate changing area for nappy changing.

There is an expectation that medical documentation will be supplied by parents /carers in order for the school to provide assistance with intimate care. Parents/carers whose children regularly soil themselves due to medical conditions will be required to meet with the class teacher and agree a Personal Care Plan for their child.

With regard to the care of children who regularly soil themselves and their participation in school trips the school recognises that day trips and residential visits enrich the learning experience for all pupils. To this end, the school would undertake a risk assessment for the individual child and facilitate their participation in school visits by inviting, where possible, a parent/carer to attend the trip.

Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'



Staff responsibilities with Non-SEND children

School does not have staffing levels to accommodate learning support assistants regularly leaving the class to attend to an individual's hygiene. In the event of a child needing to be changed on a **rare** occasion, staff will encourage a child to be as independent as possible in taking off soiled clothes, cleaning themselves and dressing in clean clothes. **Where an Intimate Care consent has not been completed on Arbor and a child needs help with intimate care (in the case of a toilet 'accident')** then parents/carers **will be contacted to give permission to change a child or to come and tend to their child's needs.** In the event that a child has soiled twice within a week, we would ask the parents/carers to have another go at toilet training at home and the child to return to school **again two weeks later** to try and use the toilets independently again.

Throughout Early Years Foundation Stage in order to help the children to become aware of their bodily needs and respond to them in time, those who wish to go to the toilet are allowed to go as they wish and need. The school undertakes to attempt and support any training programme requested by a child's GP and/or the school nurse or parent. At all times the member of staff pays attention to the level of distress and comfort of the child. If the child is ill, a member of staff will telephone the parent/carer. In the event a child is reluctant and refuses to visit the toilet the parent/carer will be contacted to discuss any underlying issues.

Our intention is that the child will never be left in soiled clothing, and as soon as the member of staff responsible for him/her is aware of the situation, she/he will help the child or telephone the parent/carer. It is intended that the child will not experience any negative disciplining, but only positive encouragement and praise for his/her endeavours to master this necessary skill. It is always our intention to avoid drawing attention to such events and positively encourage the child in his/her efforts to gain these skills.

Parental Responsibilities

Where parents/carers feel that a child still requires nappies on entering school due to a medical condition, they will create a Personal Care Plan together with the EYFS manager and class teacher detailing how changing is to be managed in school. Discussions will also include how school and parents/carers can work towards increased toileting independence. Intimate care arrangements will be discussed with parents/carers on a regular basis and recorded on the Care Plan. Children will be supported to achieve the highest level of independence possible, according to their individual condition and abilities.

As part of the Personal Care Plan parents/carers should:

- Agree to change the child at the latest possible time before coming to school
- Understand that if a child arrives at school in a soiled or extremely wet nappy we will ask the parent to return to change the child.
- Provide spare nappies, wet wipes, nappy bags and a change of clothes
- Understand and agree the procedures to be followed during changing at school
- Agree to inform school should the child have any marks/rash
- Agree to review the arrangements, in discussion with the school, should this be necessary.
- Agree to encourage the child's participation in toileting procedures wherever possible.
- Agree to dress the child in appropriate clothing (according to uniform guidance)

Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'

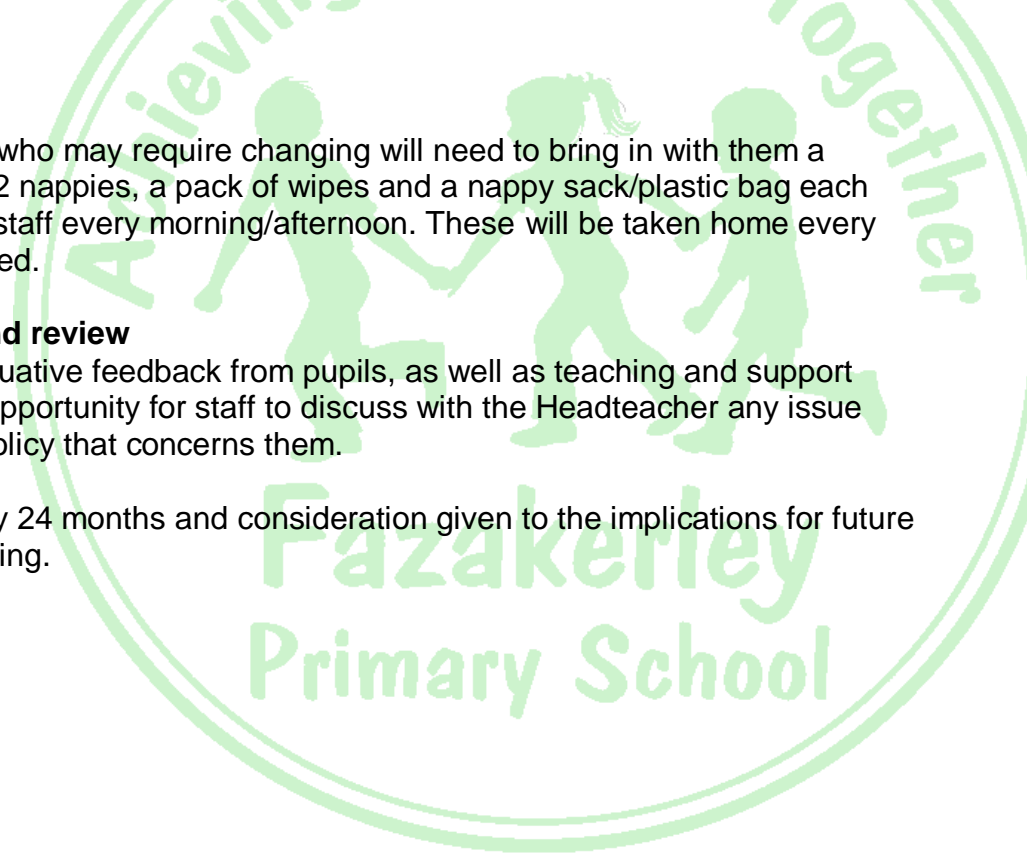


Children who are still in nappies who may require changing will need to bring in with them a labelled bag containing at least 2 nappies, a pack of wipes and a nappy sack/plastic bag each session which will be handed to staff every morning/afternoon. These will be taken home every evening if they have not been used.

Implementation, monitoring and review

Verbal feedback will include evaluative feedback from pupils, as well as teaching and support staff. There will be an on-going opportunity for staff to discuss with the Headteacher any issue regarding the Nappy changing policy that concerns them.

This policy will be reviewed every 24 months and consideration given to the implications for future whole school development planning.



Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

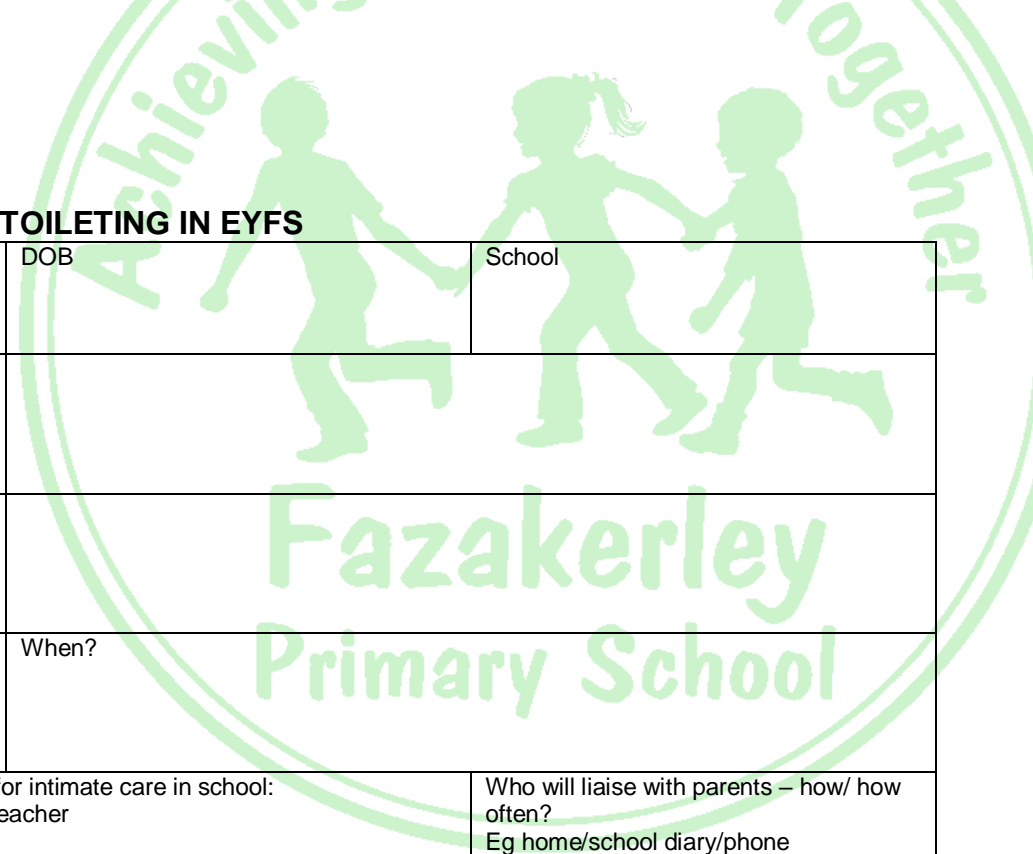
Please find our privacy notice and data protection policies on our school's website under 'GDPR'



Appendix A

PERSONAL CARE PLAN FOR TOILETING IN EYFS

Pupil's name	DOB	School
Reasons for the plan:		
Details of assistance required:		
What?	When?	
Lead professional who has responsibility for intimate care in school: SENDCO/Safeguarding Manager/Head Teacher		Who will liaise with parents – how/ how often? Eg home/school diary/phone
Facilities and equipment:		
Location of toilet: Any adaptations required? Any equipment required to be listed? If toilet training programme details:		
Who is responsible to ensure that supplies are ordered or available?	Outline disposal:	



Fazakerley Primary School

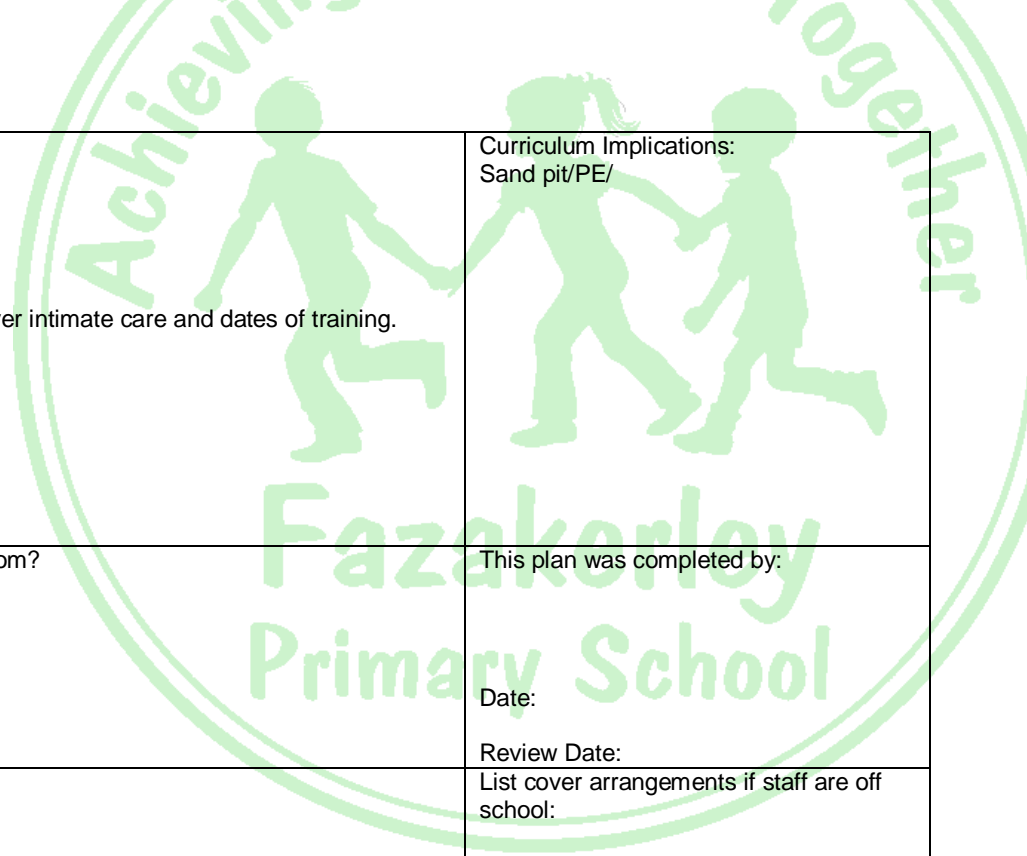
Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'





<p>Training Requirements:</p> <ul style="list-style-type: none"> • Intimate care • Safeguarding • Specific individual training • Risk assessments <p>List of staff who will be trained to deliver intimate care and dates of training.</p>	<p>Curriculum Implications: Sand pit/PE/</p>
<p>How will the plan be monitored and by whom?</p>	<p>This plan was completed by:</p> <p>Date:</p> <p>Review Date:</p>
<p>Any other agencies involved? Who?</p>	<p>List cover arrangements if staff are off school:</p>

This plan has been agreed by:			
Designation	Name	Signature	Date
Parent/Carer			
Class Teacher			
EYFS Lead	Miss S. Heathcote		
Safeguarding Lead	Mr. J. Kilburn		
SENDCO			
LSAs			

