

Caedmon Primary School

CONTINENCE AND CHANGING SOILED OR WET CHILDREN POLICY



Review Frequency	Every 2 years
Date for Next Review	Autumn 2027
Author	S Downing
Head Teacher Approval	Autumn 2025
Governor Approval	

Aims:

Education providers have an obligation to meet the needs of children with delayed personal development in the same way as they would meet the individual needs of children with delayed language, or any other kind of delayed development. Children should not be excluded from normal preschool activities solely because of incontinence. Admission of children into the EYFS or KS1 can present a challenge in schools. The purpose of this policy is to identify best practise in schools, offer support and advice to ensure children achieve full inclusion whilst meeting the requirements of the EYFS. The Avoidance of Disability Discrimination Policy, Equality and Diversity Statement along with the Equality Act 2010 applies to children with toileting and continence needs.

This policy sets out Caedmon Primary School's procedures for handling these situations with dignity and kindness to ensure the needs of individual children are met and health and safety standards are maintained.

Health and Safety

In order to maintain high levels of health and safety all staff changing children at Caedmon Primary School will:

- Wear disposable gloves and aprons whilst dealing with the incident.
- Double wrap soiled nappies and place them in a hygienic disposal unit.
- Wrap pants in nappy bags provided by parents.
- Clean the changing area after use.
- Wash hands with hot water and liquid soap as soon as the task is completed.
- Dry hands with paper towels.

Asking parents of a child to come and change the child, or asking parents to take home soiled nappies, are both likely to be a direct contraventions of the Equality Act. Leaving a child in a soiled nappy for any length of time pending the return of the parent is a form of abuse.

Safeguarding

If marks/redness or bruises are seen when changing children then this will be recorded and reported to the child's parents as soon as possible. If there are any child protection concerns these will be dealt with in accordance with school's safeguarding policy

What happens if a child is admitted to school who is incontinent?

Caedmon Primary School acknowledges that this could be a developmental or medical problem and will work with parents to establish a care and changing plan (see Appendix 1).

When a child enters school and is not toilet trained, a plan will be written which both parents and school will agree to (see appendix 1 and 2).

Parent will agree to:

- Ensure that the child is changed at the latest possible time before being brought to the setting/school.
- Ensure that they have started toilet training at home.
- Place children in pants, after a period of settling into school.
- Provide school with spare pants, wipes, nappy bags and spare clothing each day.
- Agree to the procedures that will be followed when the child is changed at school.
- Inform school should the child have any marks/rash.
- Agree to a 'minimum change' policy i.e. the school will not undertake to change the child more frequently than if s/he were at home.
- Review arrangements should this be necessary.

School will agree to:

- Change the child during a single session should the child soil themselves or become uncomfortably wet.
- Decide how often the child would be changed should the child be staying for the full day.
- Report should the child be distressed, or if marks/rashes are seen.
- Review arrangements should this be necessary.
- Respect each child's privacy and deal with the matter kindly.
- Teach children how to change themselves.
- Prompt children during the morning to try to go to the toilet.

Staff guidelines for dealing with a soiled child

All staff will be responsible for:

- Changing the soiled child

Older children will be supported in cleaning and changing as determined by their level of independence to do so.

Note: these guidelines are for children who are too young to clean themselves effectively or who have some developmental difficulties. These guidelines are not for occasions where the incident is a 'one off accident' and the child is sufficiently independent to clean themselves. However, the same levels of dignity, privacy and kindness should be extended. In these incidents soiled underwear should be double wrapped and placed in the child's school bag for washing at home and parents informed.

For children requiring support:

- The staff member changing the child will inform another staff member in the classroom discretely that they are going to change a child.
- The teaching assistant or teacher will explain to the child what they are going to do to help clean them up.

- The adult will take the child to the relevant toilet area, ensuring dignity and privacy are respected.
- The child will be asked to stay standing.
- The adult should wear disposable gloves and an apron.
- Only essential garments should be lowered or removed.
- Remove soiled underwear.
- When washing or wiping, always do this front to back to prevent infection.
- Ensure skin is dry using paper towels (child should be encouraged to help if able to do so).
- Replace underwear (child should be encouraged to help if able to do so).
- Encourage child to wash and dry hands.
- Tidy and clean the changing area, disposing of soiled items as per above hygiene guidelines.
- Wash own hands.

Throughout this whole procedure the adult will use this process as a teaching point, encouraging child to help with the changing as much as they can in order to increase their independence. This will include:

- Helping to take down own clothes and underwear
- Helping to wipe themselves
- Helping to pull up their own underwear and clothing
- Helping to flush the toilet (if appropriate)
- Given time to explore the toilet and talk about it
- Given time to wash their hands and dry with paper towels

What to do if a child become distressed during the changing process

Talk the child through each step and reassure them that they will feel much better when they are clean.

If the child refuses to be changed or becomes distressed contact parents via telephone to agree a course of action (parent or carer to change child or collect child if needed).

In any event, a record must be made of distress, whether or not the changing was completed and parents informed as soon as possible.

If there is any concern re child protection issues these should be dealt with in accordance with school policy.

Appendix 1



Caedmon Primary School
Acceptable Care and Changing Plan

Name of Child: Date of Birth:
Completed by: _____ (staff member)
Start of plan: _____ Review of plan: _____
Who will change the child:
Where will the child be changed:
How will the child be changed (standing/laid flat):
Who will provide the resources: Gloves- Apron- Mat- Pants/pull ups- Clothing- Wipes- Bags-
How will the wet/ soiled clothing be dealt with:
Do parents agree to a minimum change? :
How will parents be informed of soiling/wetness?:
Do parents know to inform staff of any red marks/bruises/or rashes? :
What will the staff member do if they notice red marks/bruises/ or rashes which they have not been informed of? :

Any other information (medical):

This plan has been discussed with me, and I agree to change my child at the last possible moment before he/ she comes to school, provide the resources indicated above and encourage my child's participation in toileting procedures at home as appropriate and where possible.

Signed: _____

Parent/ Carer's Full Name: _____



Caedmon Primary School
Intimate Care Consent

Child's name:

Date of birth:

Gender:

Parent/ Carer's name:

Address:

I understand that:

I give permission to the school to provide appropriate intimate care support to my child e.g. changing soiled clothing, washing and toileting.
I will advise the head teacher of any medical complaint my child may have which affects issues of intimate care.

Signed: _____

Relationship to Child: _____

Date: _____