



QSIT Intimate Care Consent Form

Updated August 24, 2021

To Parents and Caregivers of children in the 2-year-old, 3-year-old, or 4-year-old classes:

Please find below an overview of our Intimate Care procedures for your information. We would be grateful if you would complete the permission slip (at the end of this document) and return it to your child's class teacher. In the event of consent not being given, we will contact you to discuss the next steps with the school.

Guidance on the Provision of Intimate Care of the Young Children (of age 2-4).

Young children of age 2-4, at school often require support in personal/intimate care. Intimate care is any assistance that involves touching a child while carrying out a procedure that most children can do for themselves, but some are unable to manage without help. This may involve help with dressing/changing and matters of personal hygiene such as washing and toileting.

Toilet training in the early years is identified as intimate care.

- Children in the 2-year-old class are expected to come to school in underwear only and provide as many changes of clothing as needed; diaper pants ("pull-ups") can be worn during the nap time. Children who wear diaper pants are expected to learn to change back into their underwear with little or no help.
- It is the goal that children in the 2-year-old class become independent in the toilet (with only occasional accidents) during the school year.
- Children in the 3-year-old class are expected to come to school in underwear only, including during the nap time, and provide changes of clothing as needed.
- It is the goal that 3-year-old children show toilet independence (few to no accidents) within the first month of attendance.
- Children in the 4-year-old class are expected to come to school in underwear only, including during the nap time, and provide changes of clothing as needed.
- Teachers and paraprofessionals will help children to clean themselves and change their clothes if a toilet accident occurs.
- Teachers and paraprofessionals will regularly take children to the toilet to encourage a toilet routine. In addition, children can go to the toilet as needed.

Procedure for Helping a Child to Change Clothes

- Take the child to the designated changing area (usually the toilets) and establish that the child is happy and comfortable with being changed by talking to the child throughout and telling them what a helping person is about to do before each step.

- Encouraged to undress independently where possible. If adult help is needed, the adult will remove only the clothes required to reach soiled underpants unless further soiling has occurred, and the child will need to be changed fully.
- Instruct, if possible, to clean themselves with disposable wipes and help as necessary, or if the child is not able to clean themselves teachers/staff will do it for them.
- Help child to get dressed or encourage to dress in clean clothes if they may do so independently.

QSI International School of Tbilisi Intimate Care Policy

According to the QSI schools Child Safeguarding and Protection Protocols and Guidelines, the Quality Schools International (QSI) is committed to ensure that all staff responsible for the intimate care of children undertake their duties in a professional manner, supported by policy, child protection training and monitoring.

School staff manage to help children do as much as possible for themselves and develop each child's ability to achieve independence.

An intimate care plan is drawn up for each child requiring such assistance and is carefully planned and agreed in consultation with parents and child.

QSI schools recognize that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress, embarrassment, or pain. Each child's right to privacy should be respected. All children will be taught personal safety skills carefully matched to their level of development and understanding.

Each child's right to privacy will be respected. However, to protect the adult and the child, no adult will be left alone with a child behind a fully closed door when carrying out intimate care procedures. Careful consideration will be given to each child's situation to determine how many caregivers might need to be present when a child is toileted. Where possible one child will be catered for by one adult unless there is a sound reason for having more adults present. If this is the case, the reasons will be clearly documented in the child's intimate care plan.

Personal hygiene and respect for the children is paramount. If a child is distressed or protests, the intimate care will cease, and parents/caregivers will be contacted.

This policy aims to:

1. Safeguard the dignity, rights, and well-being of children.
 2. Provide guidance, support, and protection to staff.
 3. Reassure parents that their children are cared for and protected.
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QSIT Intimate Care Consent Form – Signature Page

I have read the enclosed Intimate Care procedures and I give consent for my child

to be changed by a member of staff.

Signed: ----- [Parent(s)/Caregiver(s)] Date: -----

*By supplying your name and returning the document by email, this constitutes your signature.