

SHS B12: Personal Care Policy

All children, including those in the EYFS, have a right to safety, privacy and dignity and are entitled to respect at all times.

All children dependent upon their abilities, age and maturity will be encouraged to act as independently as possible. Occasionally a pupil, particularly the younger children, at St Hugh's may require some help and support with intimate and personal care including toileting, medical care, dressing, undressing or washing. It is therefore essential that intimate and personal care needs are met whilst ensuring the highest standards of safety, privacy, respect and dignity are maintained.

Nursery & Pre-Prep toileting:

Upon entry to Pre-Prep, we request that all children, are toilet trained. For entry into Nursery, it is also expected that children are, as far as possible, toilet trained and not in nappies as we do not have nappy changing facilities. Parents are informed of this during initial meetings. We appreciate that some children may:

- be nearly there but need some reminders and encouragement
- require some assistance with cleaning up
- have development delays but with additional support will master these skills
- have occasional accidents in the setting (spare clothing are kept in Nursery/ Pre-Prep)
- have regressed for a short time due to the change of routine starting Nursery

If a child has any toileting issues, a discussion with the Head of Nursery or Assistant Head: Lower School (as appropriate) will be required to ensure a care plan is put in place. This should ideally take place ahead of the child starting in the setting, however it is understood that the onset of a medical issue at any point may also require a care plan.

If a child needs cleaning/ showering, two members of staff will be present. Parents will be informed if we have had to shower their child.

All adults at St Hugh's will:

- Adhere to this policy
- Make other staff aware of any intimate and personal care tasks being undertaken

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Date of issue:	July 2025
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- Avoid any physical contact when children are in a state of undress
- Avoid any visually invasive behaviour
- Announce their intention of entering children’s changing rooms or toilets
- Encourage appropriate behaviour by children with other children and adults at all times
- Behave appropriately with children at all times
- Ensure that toilet doors are closed and shower curtains are pulled across when children are using these facilities. Nursery and Prep-Prep children will be supervised using the shower in the upstairs Nursery bathroom.
- Use and encourage appropriate language between themselves and children at all times

All adults at St Hugh’s will not:

- Change in the same area as children
- Assist with any intimate or personal care task which children can undertake themselves
- Engage in inappropriate physical behaviour with children

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