

## Changing a Child policy

### 1 Introduction

- 1.1 Children at Noor ul Islam Primary School may occasionally wet/soil themselves. Whilst children should be toilet trained, accidents, especially amongst the younger children may happen. At Noor ul Islam Primary School we aim to deal with this situation in a professional and caring manner whilst adhering to child protection in this sensitive issue.

### 2 Changing a child

- 2.1 When a child wets/soils themselves, where possible, two members of staff, or one member of staff and a volunteer will assist the child in getting changed. The staff/volunteer will have had an Enhanced DBS.
- 2.2 If the pupil repeatedly wets/soils themselves, or it is felt that the situation is too delicate for staff to change the child, then parents will be contacted and told to come to school with spare clothes. The parent will then clean and change the child.
- 2.3 A change of clothes will be provided. This must be washed and returned to school with the exception of underwear. A new clean pair will be given to the child and a note sent home to explain what has happened. The underwear must not be returned to school for hygiene reasons. However, a donation is requested from the parents for this.
- 2.4 If a child wets/soils themselves this will be recorded on a pupil concern form. If it is noted that a child has wet/soiled him/herself twice within a short space of time then the parents should be called in for a meeting to discuss why this may be happening. There may be changes in the child's life or the child may be anxious about something. The meeting may help identify any possible emotional or medical problems that may exist.

#### 2.5 Changing for PE

Pupils will be expected to dress and undress themselves for PE. Where assistance is needed this will be done into the communal areas and with the consent of parents. Under no circumstances will members of staff/ volunteers be expected to or allowed to dress/undress a child in a cubicle/private area. In such situations where privacy is required the parent/guardian of the child will be asked to assist the child. At all times there must be adequate supervision of pupils.

### 3 Monitoring and review

- 3.1 We are aware of the need to review this policy regularly. This will be done by the Headteacher.**