



**Scoil San Carlo Senior N.S.**  
**Policy Regarding Toilet Supervision and Intimate Care Needs**  
**Including Changing for Games/P.E./Swimming**

Toilet Supervision during Break-times:

- One child at a time from each yard area is allowed to enter the school to use the toilet in the PE hall with the permission of a teacher supervising the yard.
- When returning to the yard, the child must report back to the supervising staff member.

Toileting Accidents:

- Clean clothing will be kept in the school so that if a pupil has an 'accident' of this nature, they will, in the first instance, be offered fresh clothing into which they can change.
- If the pupil for whatever reason cannot clean or change themselves and parents/guardians cannot be contacted the child will be assisted by members of staff familiar to the child.
- In all such situations two members of staff should be present.
- A record of all such incidents will be kept and principal and parents will be notified.

Children with Specific Toileting/Intimate Care Needs

- In all situations where a pupil needs assistance with toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school with a view to drawing up an intimate care plan.
- Parents/Guardians, Principal, Class Teacher, SNA, and if appropriate, the pupil, will attend.
- The specific care needs of the child, and how the school will meet them, will be clarified.
- Provision for occasions when staff members are absent will be outlined. Substitute SNAs and substitute teachers will not generally be involved in

intimate care. Any change of personnel will be discussed with the pupil, if appropriate.

Changing for Games/ PE/ Swimming:

- Pupils will be expected to dress and undress themselves for games/PE/ swimming.
- Where assistance is needed, or where a student is unable to dress and undress themselves, a meeting will be held with the Parent/Guardian, Principal, Class Teacher, SNA and, if appropriate, the pupil.
- A plan will be drawn up to facilitate the needs of the pupil, agreed and signed by the principal, class teacher, parent/guardian and SNA.
- This plan will become part of the pupil's personal plan and will be reviewed on an annual basis.

Ratified by the BOM Scoil San Carlo Senior on 11/3/2024 (Date)

Signed: Tony B. O'Leary  
Chairperson BOM

Signed: [Signature]  
Principal