

NAME OF POLICY: PERSONAL CARE

NAME OF SETTING: MONTESSORI PRE-SCHOOL HELEN'S BAY

Montessori Pre-School recognises that there may be occasions when children require the assistance of a staff member with personal care procedures.

This may be necessary, for example:

....during the provision of medical care,

....when assisting young children with toileting,

....when assisting young children with dressing/undressing if they get wet and as part of a care package for children with disabilities.

Aim

The aim of this policy is to provide a framework which ensures that all staff follow practices which maximise the safety, dignity and independence of children at all times whilst minimising the potential for their actions being called into question.

General

Staff must always ask the child if they are happy for the staff member to help with their toileting. If the child expresses a preference (eg different staff member/ help just with one particular activity) this preference must be acted upon.

Depending on their abilities, age and maturity children should be encouraged to act as independently as possible during personal care procedures.

All children have a right to safety, privacy and dignity when contact of a physical or personal nature is required.

The emotional responses of any child to personal care should be carefully and sensitively observed and where necessary any concerns passed to the Manager and parents/carers.

It will not be appropriate for a member of staff to initiate personal care procedures with a child without first alerting a second member of staff to the fact, the location and the details of the care to be provided.

As per MHB regulations, photographic equipment, including mobile phones or computers are never permitted anywhere in the vicinity whether or not the equipment is turned off.

Staff should:

adhere to the school/service's care guidelines or code of practice

make other staff aware of the task being undertaken

explain to the child what is happening

Personal Care

Young people are entitled to respect and privacy at all times and especially when in a state of undress, changing clothes, or undertaking any form of personal care. There are occasions where there will be a need for an appropriate level of supervision in order to safeguard young people and/or satisfy health and safety considerations. This supervision should be appropriate to the needs and age of the young people concerned and sensitive to the potential for embarrassment.

Adults need to be vigilant about their own behaviour, ensure they follow agreed guidelines and be mindful of the needs of the children with whom they work.

This means that adults should not assist with any personal care task which a child or young person can undertake by themselves

Children with disabilities

Where a child requires regular personal care, the nature of the child's care requirements and the way in which that care is best provided in line with the child's uniquely individual characteristics should be determined with parents/ carers and where possible and appropriate, with the involvement of the child, as part of a personal care plan.

The additional vulnerabilities that may arise from a physical or learning disability will be taken into account and be recorded as part of the child's agreed care plan.

Reviewed 19 June 2023. Due for review June 2024.