



# Personal Care Policy

Acorns Personal Care Policy links to Safeguarding and Child Protection Policy and the Health & Safety Policy.

### **Rationale**

We believe that the respect and dignity of all our pupils is paramount. We provide our staff with the correct equipment and regular training to ensure their safety and that of the pupils.

Pupils who cannot weight bear will be risk assessed and a hoist used when lowering or raising the pupil from the floor or transferring from a wheelchair to a changing bed.

There are 4 bathrooms with ceiling hoists and adjustable changing beds. The beds should be lowered to a suitable height to allow the pupil to climb / transfer to the bed [ at wheelchair height or to allow a level transfer using a suitable transfer board]; then raise the bed to at least waist height of the carer to allow a suitable posture to be maintained when changing the pupil.

Personal hygiene should be maintained at all times, to support this there is a wash hand basin for pupil and carer. Disposable gloves, aprons and wipes with a surface cleaner are provided in every bathroom.

Storage of toileting supplies are kept in a locked cupboard and are replenished on a regular basis by the site supervisor.

Same sex changing is encouraged although this does depend on staffing levels. [ Child Protection procedures]

Best practice indicates that ideally carers will always work with another person when carrying out personal care routines with identified pupils.

Safe handling practices are documented in Moving & Handling Plans. Physiotherapists, OT and a trained member of school staff will review advice on changes to handling techniques.

All changing areas are either cubicles or a private curtained area.

### **Parental involvement**

Parents are given any new information at review meetings concerning new routines.


**Pupil involvement**

Pupils are encouraged to share their likes and dislikes either 1-1 with a member of staff or during circle time sessions or bring it to the school council

**Monitoring and Assessing the Policy**

The Personal Care policy is monitored by the Senior Leadership Team and will be reviewed on a planned yearly cycle.

Signed By:

.......... Headteacher

Date: September 2022

.......... Chair of Governors

Date: September 2022

Next Review Date: September 2023