

Continence Care Policy

Ashford Special school has facilities that maximize safe and dignified practices for students and staff, and continence care support to students is provided as per the individual's *Health Support Plan* and *Continence Care Plan* (if required).

Managing support

Staff work with families to plan support for students who have a predictable need for additional support with continence care. Students who require continence care which extends beyond the normal procedures for the school should have a *Continence Care Plan* and worksite *Health Support Plan*. The Care Plan, written by the treating health professional, will give information about the reason for the incontinence and best strategies to support continence (where possible) and independence. The support plan will outline how the staff will do this, possibly using a *Toileting Care and Learning Plan*. Transfer and Positioning Plans provided by health professionals (e.g. Novita staff) detail procedures for moving students when providing continence care.

Staff might agree to support a toilet training program for a limited period as part of a full-time intervention plan recommended by a health professional and documented in the care plan. The family has full responsibility for toilet training programs.

Where possible, staff work in pairs. If this is not possible, staff are advised to have another staff member close by, within sight and/or hearing, to observe and confirm that child protection issues have been addressed. Teachers and support staff who provide personal care are not necessarily of the same sex as the student. Ashford Special School endeavors where practicable, to have at least one support staff of the same sex when providing continence care.

A staff member who is identified to provide physical and/or emotional support and care of the student should be informed of the student's needs at the time of developing the Health Support Plan. The student's health needs should never be a point of general discussion amongst staff. Such conversations should always be purposeful and related to the care, wellbeing, dignity and privacy of the child and family.

Provision of aids and equipment

Provision of continence management aids and changes of clothing is wholly the responsibility of the parent/carer. Nappies should be labeled to ensure they are accessed by the appropriate student.

Ashford Special School will provide equipment such as slings and hydraulic lifts for employee use, to support continence care where considered necessary by the relevant therapist. School staff can negotiate with families, service providers and DECS to obtain this equipment from organisations such as the Special Education Resource Unit (SERU) and Novita Services. Ashford Special School provides the following continence management aids in line with OHS&W: chux, paper towels, soap, disinfectant, gloves, blue sheets, and nappy disposal units.

Where nappies are part of a student's personal care requirements, parents and carers are required to provide disposable nappies.

Safe work practices

Staff should call upon their first aid and standard precaution procedures to ensure safe, prompt support is provided. These procedures include:

- Wash hands before and after each nappy change/toilet support
- Wear non Latex gloves
- Have supplies including change of clothes in reach and accessible before commencing changing the student
- Wipe change tables down after every change
- Wash student's hands if they have come in contact with potentially infectious areas
- Dispose of nappies and wipes immediately and appropriately
- Never leave a student unsupervised – either on a change table or in the change area
- Use safety rails on change tables
- Nappy rash cream / talc can not be used unless detailed in the individual's Health Support Plan
- Be observant for any marks/bruises...report to senior staff if there are concerns
- Contact parents immediately if there are foreign objects in stools or significant change in consistency e.g. diarrhoea