**NEW HOPE-WORCESTER**

**CONTINENCE POLICY**

We believe in promoting the personal development of children regarding continence. We will promote the welfare of children and will not judge children or parent/carers if a child is incontinent. We will support every child’s needs and put in place hygiene and safeguarding guidelines when managing children’s incontinence.

In accordance with the Disability Discrimination Act (DDA) blanket rules about continence is not reflective in our admissions policy. We will provide an accessible toileting facility for all children.

Achieving continence is one of hundreds of developmental milestones usually reached within the context of learning in the home before the child transfers to learning into a setting. In some cases this one developmental area has assumed significance beyond all others. Parents will never be made to feel guilty that this aspect of learning has not been achieved, whereas other delayed learning is not so stigmatising.

**DEFINITION OF DISABILITY IN DDA:**

The DDA provides protection for anyone who has a physical, sensory or mental impairment that has an adverse effect on his/her ability to carry out normal day-to-day activities. The effect must be substantial and long term.

It is clear therefore that anyone with a named condition that affects aspects of personal development must not be discriminated against. However, it is also unacceptable to refuse admission to other children who are delayed in achieving continence. Delayed continence is not necessarily linked with learning difficulties. However, children with global developmental delay and many other special needs or disabilities are likely to be late coming out of nappies, and may in some cases, never achieve continence.

We will meet the needs of children with delayed personal development in the same way as we would meet the individual needs of children with delayed language, or any other kind of delayed development. Children will not be excluded from any activities solely because of incontinence.

**NEW HOPE STAFF WILL CONSIDER THE FOLLOWING ISSUES:**

**HEALTH AND SAFETY**

All staff will have high regard for the hygiene policy and infection control guidelines as well as the health and safety policy.

This is a procedure statement in case a child accidentally wets or soils him/herself, or is sick while on the premises. The same precautions will apply for nappy changing. This will include:

* Staff to wear disposable gloves and aprons while dealing with the incident.
* Nappies to be wrapped and placed in the bin, of which, should be emptied every day.
* Changing area to be cleaned after use.
* Hot water and liquid soap available to wash hands as soon as the task is completed.
* Hot air dryer or paper towels available to dry hands.

We will not ask parents of a child to come and change a child as it is a direct contravention of the DDA, and we will never leave a child in a soiled nappy for any length of time pending the return of the parent.

**FACILITIES**

We have an area for changing the children in order to meet the personal development needs of children. The Department of Health recommends that one extended cubicle with a washbasin should be provided in each setting for children with disabilities. We more than meet this recommendation.

**CHILD PROTECTION**

The normal process of changing a nappy/pad should not raise child protection concerns, and we will always have a second member of staff available to supervise the nappy changing process to ensure that abuse does not take place. Volunteers are not allowed to toilet children in any circumstances, but are allowed to supervise the changing process and be the second person in the room.

Managers will remain highly vigilant for any signs or symptoms of improper practice, as they do for all activities carried out on site.

The child’s support worker will change the nappy with another staff member supporting the nappy change. Nappy changing will take place in the toilet or bathroom areas. Staff will use the children’s own resources at all times and parent/carers will be asked to provide their child with enough resources.

Support staff must ensure children are not unduly distressed by the experience and should ensure they calm the child or take measures to ensure they are calm throughout, such as singing or pointing to photos or pictures on the wall or ceiling.

**RESOURCES**

Depending on the child’s needs, requirements and size, it could take ten minutes or more to change an individual child. The time spent changing the child can be a positive, learning time and managers must ensure they manage the staffing team when ratios are compromised as two staff are toileting a child.

**JOB DESCRIPTIONS.**

Personal care is in the job description and will be specified during interview processes. It will be made clear to staff that they will be expected to toilet children, but managers must ensure staff are supported in this role if it is new to them.

**PARTNERSHIP WORKING.**

In some circumstances it may be appropriate for some children, particularly of older age, where they may feel embarrassed to be changed by staff, to set up a home-setting agreement that defines the responsibilities that each partner has, and the expectations each has for the other. This might include:

THE PARENT:

* Ensuring that the child is changed at the latest possible time before being brought to the setting

Parents/carers will be asked to:

* Provide the setting with spare nappies and a change of clothing
* Agree to inform the setting should the child have any marks/rash
* Agree to a ‘minimum change’ policy i.e. the setting would not undertake to change the child more frequently than if s/he were at home.
* Agreeing to review arrangements should this be necessary

New Hope-Worcester will in return:

* Agree to change the child during a single session should the child soil themselves or become uncomfortably wet.
* Agree how often the child will be changed.
* Monitor the number of times the child is changed.
* Agree to report should the child be distressed, or if marks/rashes are seen.
* Agree to review arrangements should this be necessary.