

Continence Care Policy at Modbury Special School



Rationale

Our school is committed to supporting the health and wellbeing of all students. An important part of this commitment is our continence care policy.

We acknowledge that parents/guardians retain primary responsibility for their child's health care and personal care support. This includes responsibility for providing accurate, up-to-date, relevant information for staff regarding children's routine and emergency continence care needs.

Students will be supported to develop safe, self-management of their continence care needs. This will occur with respect for the child's age, stage of development and ability.

Evaluation Process

Staff will keep records/charts of student progress and share with families in order to set future goals or make adjustments to Continence Care Policy.

Liaise with other service providers eg. Novita, Autism SA, Disability SA, Down Syndrome Society of South Australia Inc.

Policy will be reviewed

Relevant T & D is provided for staff

Equipment and facilities are provided and accessed as needed to ensure safe work practices

Continence Care plans are part of the health support planning and procedures.

Health Support (Care Plans)

Some students may require assistance with their routine or emergency personal care. Before staff can assist with this, parents/guardians must provide written information from their doctor/treating health professional which outlines specific care needs. Forms for **Continence Care** plans are available from www.education.sa.gov.au website or in a hard copy form at school.

We ask families whose child is beginning school to review with the relevant staff and update the Continence Care Plan every 12 months. The GP/ treating health care professional will be required to review and sign the document.

Continence Care Management

In class or school yard

- Child is changed immediately if there is an incident in the yard or classroom
- Staff will call office for assistance when needed
- Follow Continence Care Plan

On camps & excursions

- When on excursions or camps, staff will follow the Continence Care Plan

Record Keeping

Data can be collected relating to each individual student, this will be used to assist the student in managing their Personal Care and Toilet training needs

Information will also be provided in regards to the staffing requirements within classroom

Personal Care Support

Staff can work with families to plan support for learners needing help with **Continence Care Plan**. This support may be skill development or assistance with learning to manage personal care tasks. For some students smearing will be an issue.

Staff will work with families to determine the underlying cause:

- avoidance of the toilet,
- Sensory seeking,
- a means of gaining attention,
- developmental stage
- related to constipation.

Roles and responsibilities

Admin

Check any health issues at enrolment discussion

Inform parents about the **continence care** planning process

Ensure all workers can provide appropriate **continence care management**

To liaise with the appropriate service providers e.g.: Autism SA, Novita, Disability SA

Ensure that **Continence Care** Plans are developed, implemented, monitored and reviewed annually.

Manage confidentiality

Ensure WHS processes are inclusive of **Continence Care** planning requirements.

Ensure that **Continence Care** planning process is a part of annual induction

Manage storage of documented information

Ensure Governing Council is informed about this policy and its implementation

Staff

- Ensure that **Continence Care** Plans are developed, implemented, monitored and reviewed annually.
- Manage confidentiality
- Ensure WHS processes are inclusive of **Continence Care** planning requirements.
- Ensure correct storage of documented information
- Support families understanding of their Child's **continence care** planning procedures at school.
- Facilitate individual **continence care** plans
- Develop learning programs which accommodate **continence care** plans
- Collate data and write program to suit individual needs.

- Be informed about students with identified **continence care issues**
- Teachers of students with **Continence Care** Plans ensure that relevant staff are familiar with the **Continence Care** Plans
- Maintain confidentiality
- Complete **Continence Care** data form
- Make sure programs including camps, excursions and swimming are inclusive of the **Continence Care** plan requirements.
- Communicate any health related issues with parents.

Governing Council

- Inform, and be informed about, this policy.
- Maintain confidentiality

Parents

- Ensure all appropriate forms are completed and signed by the doctor or treating health professional. This is to determine that there is no physical impairment to toilet training.
- Sign all appropriate forms
- Return all forms to school
- Update all information on the appropriate forms as necessary.
- Ensure that student is wearing appropriate and safe clothing e.g. bike pants under school dress, or one piece undergarment if needed
- Provide clearly labelled spare clothing/ nappies for personal care support

Workplace Health and Safety

The Leadership team in collaboration with the Work Health and Safety representative will conduct a Continence Care checklist annually

- To ensure that all staff are informed of the continence care planning process
- To review current practice and protocols
- To identify training and development needs of the staff
- To ensure safe work practices in relation to health support planning and management

Continence care plans will be reviewed annually with forms being sent home at the end of each year to be updated where appropriate.

Continence care plans are kept in a separate folder in the same filing cabinet as the student One Plan

Communication and review

Policy created 2023, to be reviewed 2026

Questions, concerns, and further information

Please contact the school directly to discuss the possibility of an exemption if your child has exceptional circumstances as outlined in this policy.