



Newport Infant School

Changing Policy

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Policy Lead	Headteacher
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Review Due	April 2021

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Aims

To ensure that all children feel safe when they get changed for PE and other activities in school

To ensure that provision and safeguarding is in line with best practice and current guidelines

To ensure that all pupils are treated fairly and with respect for their privacy and dignity

Objectives

To ensure that no child feels vulnerable when getting changed in school

To ensure that no child feels anxious when getting changed in school

To ensure that staff are clear about best practice in supervising changing in school to ensure that both children and adults are safe

Changing Areas

Pupils get changed in their classrooms at their own table

Pupils are reminded regularly that they should follow the code of behaviour expected by the school when getting changed

Pupils are supervised at all times by staff to ensure that they respect each other's privacy and behave in line with the school behaviour policy

Visitors to school are not permitted to go into classrooms where children are changing, this includes parents and family members following performances in school

Staff Supervision

Staff will be present in the room whilst our children are changing but they will avoid standing watching pupils

Staff will encourage pupils to be as independent as possible and will give verbal help and encouragement before offering physical assistance. If it becomes

necessary, staff will provide assistance for pupils, always encouraging the child to do as much as they can for themselves. All staff assistance will be done openly and not out of the sight of others

Staff will monitor pupils to ensure that they follow the agreed code of conduct for changing in school

Staff will be vigilant in watching the door of the classroom to ensure that visitors do not enter whilst pupils are changing

Staff will not change in front of the pupils, they will use the staff toilet facilities for this purpose

Staff will respond to concerns raised by pupils about another member of staff by following the safeguarding procedures in school

Pupils

Pupils will change in line with the following code of behaviour when changing in school:

- Get changed quickly and sensibly, concentrating on what you need to do
- Always keep your underwear on when getting changed for PE and other activities in school
- Make sure that you do not stare at or touch other pupils whilst getting changed
- Do not make comments about other pupils whilst changing
- Try to do as much as you can yourself and ask your teacher for help if you get stuck
- Do not get changed if your teacher is not in the room to supervise you
- Do not get changed if there is a visitor in the room
- Tell a grown-up if you are worried about anything when getting changed in school

Pupils who need an alternative offer for changing in school

Pupils who need to change in a single-gender environment or private room for cultural or religious reasons will be allowed to change in the medical room. A member of staff will stand outside the door and the door will remain unlocked in

case of emergency. The member of staff will inform the pupil before entering if this becomes necessary.

Pupils who require additional support to change for PE will be supported in line with the school's Intimate Care Policy.

All staff working with pupils with SEND will be aware of any intimate care issues for individual pupils. Where intimate care is required pupils and parents will be involved in making decisions specific to that child. Where significant assistance is required, in line with our Intimate Care Policy, there will be two members of staff present when helping a child to change.