Newport Infant School and Nursery -

Changing Policy

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Policy Lead	Emily Russell
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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 a table (or on carpet spaced out where appropriate)

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.

In our youngest classes of Early Years, staff will assist pupils in getting change. As the children move towards the end of the EYFS (Reception), encouragement for independence and guidance will be given, enabling children to become independent as they change and meeting the aims of our curriculum for EYFS. All staff assistance will be done openly and not out of the sight of others

In Key Stage One, 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

Staff will speak to children about the importance of remaining private using the NSPCC Pants guidance.

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, following the NSPCC PANTS guidance.
- 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 is 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 or in the EYFS 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.

We consider arrangements for safe changing of children for physical education (PE). We will be guided by the NSPCC guidance Best Practice for PE Changing Rooms. This consideration will come under our duty and remit of health & safety and in the context of children's welfare. We follow the guidance and do what we need to do in relation to organising changing facilities for children; staff supervision; changing areas for children with additional needs; changing considerations for drama productions and using off-site changing rooms. NSPCC factsheet.