

## **Statement of Policy**

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Greater Saskatoon Catholic Schools is committed to providing an inclusive caring environment for all students. We recognize that some students may require assistance with personal care while at school.

## **Rationale**

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To ensure the provision of appropriate personal care for students within Greater Saskatoon Catholic Schools who require the assistance.

## **Authority**

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- The Education Act, Section 190

## **Procedures/Guidelines**

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1. When a student requires the administration of personal care; the principal will ensure:
  - a. Parents/guardians have completed an Administration of Personal Care Form giving consent to provide care and identify the type of care required.
  - b. Consult with school team to determine the staff member(s) responsible for the administration of the personal care.
  - c. Staff has appropriate training to administer the personal care.
  - d. A daily record is established and maintained documenting the personal care.
  - e. Proper storage and reasonable security is provide for the personal care items.
2. Parents/Guardians must:
  - a. Provide the necessary personal care items.
  - b. Update and inform school team of any changes in personal care pertaining to their child at least once a year.

## **Documents/Forms**

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- Administration of Personal Care
- Administration of Personal Care Log

## **References**

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- Actualizing a Needs-Based Model – Saskatchewan Ministry of Education, 2015
- Inclusive Education – Saskatchewan Ministry of Education, 2016

## **Date Approved**

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July 29, 1992

## **Amended**

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October 30, 2018