

# Toileting Policy

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## Rationale

- We support children and families to develop independence for toileting. Children still using nappies or pull ups are welcome and will not be excluded because they are still learning to be independent with their toileting.
- Assisting children when they have had a toileting accident can put staff and children at risk in terms of adequate supervision and subsequent duty of care.

## Guidelines

- If a child has a medical condition preventing independent toileting we will follow the advice from the child's medical practitioner to assist where possible.
- Where there is no medical condition preventing independent toileting, staff will assist if possible but may call parents to come to the centre to assist their child.
- 'Toilet timing' is a technique where children are asked to use the toilet at regular intervals to pre-empt any accidents.
- Assistance is only to be given by staff members; volunteers or visitors are not permitted to assist children with toileting or changing.

## Procedures

- Children are asked to get their clean spare clothes from their bag and go into the bathroom area to change. Children can work inside a cubicle if they feel more comfortable there.
- They are encouraged to do as much as they can by themselves, e.g. taking off their shoes, putting their wet or soiled clothes into a plastic bag to take home, using the flushable wipes to clean their skin and putting on their clean clothes.
- If a child has no spare clothes we have a supply of Kindy clothes for them to change into. We ask that parents wash and return these so other families can benefit from them.
- We document every incident where children need assistance to change. Information gathered includes time, reason-toilet accident or wet clothes from play, staff member involved and their witness, so a clear record exists if and whenever parents wish to access this information. Staff follow up these incidents with parents at the end of each session.
- Staff must use disposable gloves when assisting children to protect both themselves and children from cross contamination.
- Everyone needs to wash their hands.