



## Toileting Policy

As a rights respecting school we aim to ensure all children, staff and families are aware of children's rights. We aim to teach children's rights and also model rights and respect in all relationships. This policy is specifically linked to Articles 2,3,23,28 (UNCRC).

### **Introduction**

Children starting at Howardian Primary School are all at different stages of toilet training. We accept this and encourage all children to develop independent self care skills which are appropriate to their level of development. In line with the Equality Act 2010 we will not refuse admission on the basis of toileting. However, we will encourage and support families to undertake toilet training at home before children start school.

We also recognise that for all kinds of different reasons children of all ages may require support with toileting. Children may be unwell, have an accident or need ongoing help to develop independent toileting skills. Children may also have underlying medical needs which impact on their ability to use the toilet independently.

Information about changing children is included on our admissions form and parents give signed consent for children to be changed. If there are ongoing concerns around toileting a specific plan may be put in place for an individual child. This will always be shared with parents.

The need to sensitively support children and families, to respect privacy and to ensure that worries around toileting do not become barriers to inclusion will be the principles which will guide all our work in this area.

**Ways in which we support toilet training before children start school:**

- We take time to speak with parents during home visits about how confident their children are about using the toilet
- Parents and children are shown the toilet facilities in the school
- Parents are encouraged to start toilet training (if developmentally appropriate) and to seek additional advice from their health visitor

**When toilet training has started:**

- Most children have started toilet training before starting school
- Some children will start school wearing pull-ups/nappies and some will remain in them for their time in nursery if appropriate
- Toilet training will always take place in consultation with parents, whose wishes are paramount
- Children will not be forced to start toilet training before they are ready
- When children are in school in pull ups changing arrangements will be discussed with parents
- Parents will provide spare pull-ups/nappies and wipes

**Ways in which we support toilet training in the Foundation Phase:**

- Sometimes a particular member of staff will work with an individual child to support toileting
- Children will be taken to the toilet at regular intervals
- Motivators may be used to encourage children into the toilet - books, bubbles, moving toys
- Particular toilets may be 'designed' with a child in mind e.g. using stickers etc
- Rewards may be given when a child sits on the toilet - bubble blowing, stickers, playing with a special toy etc
- Children may be taken to the toilet together so a less confident child can gain confidence sharing in the toileting experience
- Children are encouraged to be independent and to have a go at wiping themselves and flushing the toilet etc but will be overseen by a member of staff. If an adult supports a child with wiping this is logged and reported to other members of the team. Parents receive a toilet slip at the end of the session to inform them that their child has been changed
- Information about toileting will be passed on to parents at the end of each session. All adults will inform another member of the team when they have changed a child or supported toileting. This is logged and parents are informed at the end of the day
- A changing log is kept in classes in the Foundation Phase. In KS2 logs will be within class files

### **Changing children:**

- Many children will have a toileting accident in school at some point during their school career
- No child will be told off for having an accident and the situation will be dealt with kindly and sensitively
- Children will be changed in the toilets or in the 'Changing Places' room and their privacy respected
- Children will be encouraged and supported to help change themselves. As children get older they will be given clothing and be encouraged to change independently
- Children will always be changed by a member of staff and not by students, volunteers or other helpers in school. These adults are always informed of this as part of our induction process. Parents will not be expected to come into school to change children who have soiled unless there are exceptional circumstances
- Adults will use disposable gloves and aprons.
- Where children are in nappies, soiled nappies will be placed in nappy sacks and in the external bin
- Where children have wet/soiled themselves their clothes will always be bagged and returned to parents
- Information about toileting will be passed on to parents at the end of each session. All adults will inform another member of the team when they have changed a child or supported toileting. This is logged and parents are informed at the end of the day.
- If children have had an accident because they are unwell parents/carers will be contacted asap and asked to collect their child. Children who have experienced any sickness or diarrhoea must stay away from school for 48 hours since the last episode of sickness or diarrhoea

### **Where toileting is difficult:**

- Where there is a concern that there may be a medical problem, this will be discussed with parents who may choose to seek medical attention
- Where parents need more support a referral to the school nurse or Health Visitor (HV) may be made.
- Where children have significant anxieties around toileting a referral to Parents Plus, or similar organisation may be made
- Where children have additional educational needs, the advice of the lead paediatrician, school nurse or HV for special needs will be sought before toilet training is started

- If any child in school has a medical need which impacts on their ability to use the toilet independently this will be included in a child's health care plan. In this situation training may be provided to any relevant support staff following advice of the Continence Team. Needing support with toileting should never impact on a child's inclusion in any area of learning, including school trips
- A toilet plan will be written and a risk assessment carried out for any child who needs ongoing support with toileting. These will be shared with parents
- Children who may need additional support, or who have particular needs that impact on needing to use the toilet will be recorded on our 'Supply Information Sheet' to ensure supply/agency staff are also aware of needs.

#### **Toilet arrangements for all children:**

- Children are free to access the toilets throughout the school day and generally without restrictions. Children in KS2 are asked to gain permission from their class teacher before leaving the class to go to the toilet
- There may be times when children are asked to visit the toilet in pairs rather than having free access (e.g. if the children are outside and there is less supervision inside) again the needs of individual children will be considered

#### **Facilities:**

- We have adequate toilets for children through the school
- All toilets are cleaned thoroughly daily
- Any concerns about the state of the toilets are reported immediately to the site manager or SLT
- We have a changing bed in the 'Changing Places Room', this room also contains a sink, toilet and shower
- We have several toilets suitable for pupils with disabilities
- Additional equipment can be used in our toilet to support children as appropriate (e.g. toilet frame, step)

#### **Related policies:**

Equality Policy

Healthcare Plan Policy

Child Protection Policy

Agreed by *Governors*

Date: Tuesday 22<sup>nd</sup> January 2019

Reviewed: 14th November 2023

Head teacher: Sian Burt

Chair of *Governors*: Cllr Sue Ient