



Ngura Yadurirn Children and Family Centre Toileting Policy

Rational: While the majority of children enrolling in preschool are toilet trained, a number of children of preschool age are not developmentally ready. The preschool promotes the inclusion of all children, including those with health care needs and to deny them enrolment would be discriminatory. Most children's toileting needs can be managed by the site practices outlined below. The duty of care for our children is our priority.

- It is suggested that all families provide their child with a change of clothes in case of accidents (toileting or otherwise). It is quite common for preschool children to have toileting accidents and they are often happier to change into familiar clothes that they identify as their own. The preschool keeps a supply of spare clothes for emergency situations.
- Staff will always support children in the above circumstances and endeavor to change them in a manner that provides privacy, minimizes anxiety and encourages independence.
- DECD policy advises that it is not essential to have two people present although at times it may be necessary. DECD policy also allows for children to be changed by staff of the opposite gender. Staff at Ngura Yadurirn will endeavor to inform another staff member should they need to change a child and do so within hearing of other staff. This is for the protection and safety of all concerned.
- Some children who enroll in preschool are not toilet trained and may require some support in this area. It is important that this information is provided to the preschool when the child is enrolled in order for staff to plan appropriate support.
- Toileting support may involve reminding a child to use the toilet or supporting them in the toileting process.
- Staff may be able to support a toilet training program but they are unable to take full responsibility for toilet training, this is generally a family responsibility. Specific toileting strategies need to be recommended by a professional, with a focus on developing the child's independence and reflective of educators roles and responsibilities. Families are responsible for providing all aids and equipment their child may need i.e. nappies, pull-ups, wipes and spare clothes (including underpants)
- Ngura Yadurirn will provide the resources staff may need to complete their duties, i.e. gloves, hand wash, changing facilities.
- Children wearing nappies need to be in a fresh nappy when they arrive at preschool, if they soil or become noticeably wet and/or uncomfortable staff will change the child according to the practices outlined above.
- Children who attend for a full day will be checked at lunchtime and changed if necessary
- Wet or soiled clothing will be sent home for washing. Used nappies will be disposed of by the preschool.

- If a child needs support that is additional or different to the practices and procedures outlined above an individual continence care plan may be needed. Please speak to the Director for further information and support with this process.

Nappy Changing and toileting procedure

Nappy changing and toileting of children will always be carried out in a positive and supportive manner. It will take place as part of children's learning and development and in consultation and partnership with families. The policy and procedure for nappy changing will follow the recommended guidelines from "Staying Healthy in Child Care".

Staff will use strict, consistent hygiene routines to maintain a high standard of recommended health and hygiene procedures. This centre will be consistent in the following areas:

- Wash hands before and after every pull-up change and toileting experience
- Staff will wear protective gloves for each toileting accident
- Staff use nappy wipes to clean the child's bottom area. (Where possible children are supported to do this independently.)
- Soiled pull ups and wipes will be placed in a sealed bag and in a lined bin which is not accessible to children.
- Soiled clothes will be placed in double bags and sent home with the child's belongings each day.
- Record nappy change in register
- Toilet seats will be cleaned with a disinfectant/sanitiser routinely by staff. Toilets will be flushed throughout the day when necessary.

Changing of children's clothes policy

- Staff to encourage children to change their own clothing
- If staff helps children to change clothing, ensure another adult is nearby.
- Spare clothing kept in bathroom cupboard in spare clothes container.
- Put soiled clothing in plastic bag – tied to seal the bag and put in or tied to child's bag. (double bag if necessary)
- Record changing of clothes on nappy change form.