



Pasadena Kindergarten

39 Cash Grove,
Pasadena, 5042
T: 8277 4623

E: dl.4686.leaders@schools.sa.edu.au

Toileting and Changing Procedure

National Quality Standard Area 2 | Children's health and safety

Purpose

This procedure provides instructions in relation to ensuring all educators and caregivers practice safe, hygienic toileting and nappy changing procedures through the provision of clear and consistent expectations and processes at Pasadena Kindergarten.

In line with the Australian Children's Education & Care Quality Authority (ACEQA) – 'Safe and hygienic practices ensure children experience toileting or changing that supports their health and well-being. Appropriate, respectful procedures and practices can promote learning and capacity building.' (ACEQA, Quality Area 2, Toileting and Nappy Changing Principles and Practices). This also complies with the Department for Education Protective Practices Guidelines, which can be viewed here:

https://www.education.sa.gov.au/sites/g/files/net691/f/protective_practices_for_staff_in_the_ir_interactions_with_children_and_young_people.pdf

Detail

What You Can Expect:

Educators will provide a safe and positive nappy changing and toileting experience.

- Educators will provide positive reassurance and guidance to encourage the learning of toileting self-help skills.
- Educators will follow the Staying Healthy in Childcare Nappy Changing Procedure.
- Nappy changing and toileting will be either recorded on individual children's continence management plan or on the informing parents green slip, which will be placed in the child's pockets.
- Gloves are always to be worn when assisting a child with toileting/changing soiled clothes.
- Child will be changed in nappy changing area or in the bathroom.
- Educators to assist child if needed to undress and redress.
- Soiled clothes will be sealed in a plastic bag and put in child's bag, educator will call parent before disposing of any extremely soiled clothing in the outside blue bin. Parents may be requested to support if need be.
- Educators will support child to ensure their hands are washed after changing clothes.
- All relevant areas to be washed.
- Educators to thoroughly wash hands.
- Educators to notify parents through note in pocket.
- Please note: Preschool educators will notify another member of staff of their intent to change a child or support a child to change.
- Educators will be made aware of the toileting procedure and process during induction



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What We Expect:

- Parents need to communicate their child's toileting and nappy changing needs, to enable educators to meet their individual needs. This includes a continence care plan signed by their doctor if required.
- Parents are required to supply nappies, wipes and a change of clothes for their child
- Parents are encouraged to support children's independence by teaching children to manage toileting and bathroom hygiene
- Parents need to be contactable if a child refuses the help of educators in cleaning themselves up.

Supporting Information

National Quality Standard Quality Area 2.1 (2.1.1; 2.1.3; 2.1.4) 2.3.1 Early Years Learning Framework Outcome 3 – Children take increasing responsibility for their own health and physical wellbeing.

Staying Healthy in Childcare – Preventing infectious disease in childcare 4th edition.

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