

## TOILETING POLICY

**P02**

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**Policy owner:** Head of Early Years

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**Policy agreed on:** February 2019

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**Policy reviewed on:** November 2023

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**Policy to be reviewed on:** November 2024

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## DOCUMENT CONTROL TABLE

<b>Status</b>		Live
<b>Policy owner</b>		Head of Early Years
<b>Statutory/Recommended</b>		Statutory
<b>Date approved</b>		February 2021
<b>Review period</b>		1year
<b>Latest review date</b>		November 2023
<b>Next review date</b>		November 2024
<b>Linked documents and policies</b>		Safeguarding and Child Protection Keeping Children Safe in Education Part 1 EYFS Policy
<b>Version</b>	<b>Date</b>	<b>Comments</b>
1	February 2021	Policy written
2	November 2023	Updated aims of the policy for children who have not been toilet trained on entry into FS1, FS2, or beyond.  Regarding toileting accidents that happen in school:  Under our expectations, made the following updates/changes:  - Toilet-trained children are defined as those who no longer wear nappies or pull-ups, can tell the teacher or TA when they need to go, and can attend to their own hygiene. Changed to 'The definition of independent toileting is expanded to include recognising signs of needing the toilet without prompting.'  Handling Accidents:  - From 'Children are supported to change themselves, and parents are invited in if more than two accidents happen in a week.' To 'Children are supported to clean and change themselves under

Toileting Policy

Effective date: February 2019

Reference Number: P51

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		<p>supervision. Two adults are present where possible. Parents are invited in after more than two accidents, and possible solutions may include a reduced school day.</p> <p>Soiling Situations:</p> <ul style="list-style-type: none"> <li>- 'In the case of soiling, parents are contacted for immediate assistance, and a temporary solution involving two adults is implemented.' Changed to 'Children are encouraged and supported to clean and change themselves. In rare cases where they can't, parents are contacted, and a temporary solution is implemented. Regular soiling may lead to an action plan, potentially involving a reduced school day.'</li> </ul> <p>Communication with Parents:</p> <ul style="list-style-type: none"> <li>- 'Parents are invited in for discussions after multiple accidents, and they are informed if a child soils themselves.' Changed to 'Parents are always notified of any toileting accidents. In the case of soiling, they are contacted via phone.'</li> </ul> <p>New to the policy:</p> <ul style="list-style-type: none"> <li>- A proactive approach by stating that the school would meet with parents to discuss issues and next steps if a child needs support with toilet training.</li> <li>- A possibility of reducing a child's school day if they need support with toilet training, showing a flexible and supportive approach.</li> <li>- Advises staff to alert another staff member when helping a child with toileting or dealing with an accident, emphasizing collaboration.</li> <li>- Use of gloves and an apron when cleaning a child, especially in the case of sickness or accidents, indicating a more detailed approach to hygiene.</li> <li>- Specifies that staff should encourage independence and support children to do as much as they can by themselves.</li> </ul>
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		<ul style="list-style-type: none"><li>- Emphasises that staff should always keep toilet doors open and remain visible.</li><li>- Explicitly states that parents should be available for an emergency call to come and change their child if the child has soiled, indicating a clear expectation for parental involvement in such situations.</li></ul>
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## AIMS

To clarify Doha College's expectation for toileting and intimate care.

To establish clear guidelines for parents and staff for children who have not been toilet trained on entry into FS1, FS2 or beyond.

### **Our expectations for toilet training for children:**

Children must be toilet trained before attending Foundation Stage 1 or any year group above this. We do not have the facilities or supplies required to change children in our classrooms or washrooms and our teaching and support staff are unable to provide intimate care to children, in line with our Safeguarding and Child Protection Policy.

We define independent toileting as:

- Children who no longer wear diapers or pull ups.
- Children who are able to recognise the signs of needing to use the toilet and can tell the teacher or teaching assistant (TA) when they need to go to the toilet without prompting.
- Children who can attend to their own hygiene.

We understand that "accidents" will happen (particularly urine accidents). "Accidents" are unusual incidents, and we expect that these will occur infrequently. In these situations, we ensure that the child is treated sensitively. The child will be supported to clean and change themselves under the supervision of a teacher and/or teaching assistant. We will always ensure that two adults are present, where possible. Where more than two "accidents" have happened in any one week, we will invite parents in to discuss ways that we will support a child's toileting in school. If accidents continue after this first meeting, possible solutions at this stage may include a reduced school day and a staged return to full time schooling until any toileting issues are resolved. This is done in the interests of the child, so that they feel comfortable and confident with toileting in school. As outlined above, we do not have the capacity for frequent "accidents".

If a child soils themselves, we will encourage and support a child to clean and change themselves. In the rare circumstances that a child is unable to do this, we will ensure that the child is taken to the nurse and parents will be contacted by phone. We expect parents to assist with the intimate care of their child as a matter of urgency. This is a temporary solution, and in the event of regular soiling, we will implement an action plan which may include a reduced school day.

Whenever a toileting accident of any kind occurs in school, the class teacher will always notify the child's parents so that they are fully aware of how and when the accident occurred and how this was resolved. Parents will always be contacted via phone if a soiling accident occurs in school.

## GUIDELINES

We understand that some children will have only just turned 3 on entry into FS1 and may still need some support with toilet training. In these circumstances:

- We would expect that parents who have been unable to toilet train their child would disclose this to Doha College.
- We would meet to discuss the issues and next steps with the parents.
- The child's day at school may be reduced.
- Staff will work in partnership with the parents to support the child to reintegrate into the regular school routine.
- Parents will be expected to ensure that they are available for calling in an emergency to come and change their child if the child has soiled themselves.
- When a child needs help toileting or has had an accident, staff should alert another staff member that they are with the child.
- Always where possible, the toilet doors should be kept open, and staff should remain visible.
- The child should be encouraged to be independent and to do as much as they can by themselves.
- If possible, especially in the case where a child has been sick/had an accident, staff should use gloves and an apron when trying to clean the child.

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## About Doha College

### Vision

To enable personal growth, instil a passion for learning and create aspirational minds.

### Mission

With the growth-mindset philosophy of High Performance Learning, we develop confidence, creativity and intellectual curiosity in a safe, caring and inclusive environment for our students to make a lasting contribution to global society.

### Core Values

Excellence and diligence  
Respect and Integrity  
Commitment and Accountability  
Perseverance and Honesty  
Fun and Enjoyment  
Challenge and reward

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