



Changing/ Toileting Policy

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Willen Primary School Changing/Toileting Policy

Our Aim

In order to comply with Child Protection Procedures, at Willen Primary School we aim to exercise good practice in the toileting/ changing of children who require assistance.

Staff will respect the child's privacy and cultural belief's at all times and will encourage independence and good hygiene.

Philosophy

At Willen Primary School the spiritual, social, moral and cultural development of all our children and being safe is paramount. We believe that the most important function of the school is to maintain an environment in which every member of the school flourishes.

There must be a total consistency of expectation that everyone (irrespective of gender, race or culture) should feel safe and secure, have empathy for all others, and place a high value upon individual achievement and personal development.

Safeguarding:

At Willen Primary School, safeguarding and child protection is paramount and we are fully committed to ensuring the welfare and safety of all our children. We believe that pupils have a right to learn in a supportive, caring and safe environment which includes the right to protection from all types of abuse; where staff are vigilant for signs of any student in distress and are confident about applying the processes to avert and alleviate any such problems. If any behaviour is a concern in relation to safeguarding Willen Primary School procedures and processes will be followed at all times in accordance with the Child Protection Policy. Any concerns will be referred to the Designated Safeguarding Leads; Sarah Orr, Carrie Mathews, Kim Cole as procedures state.

Expectations

- Parents/ Carers can expect that the school will provide adequate changing facilities for their child.
- The dignity and privacy of the child should be of paramount concern.
- Regular requirements for toileting support and changing requirements of an intimate nature should be planned for. Agreements between the school/organisation, those with parental responsibility and the child concerned should be documented, easily understood and reviewed regularly. The child's views must also be actively sought and, in particular, any discomfort with the arrangements addressed. A register of children with additional toileting needs will be held by the SENCO and reviewed twice yearly following Parents Consultation time, when names can be removed when appropriate.
- It is expected that children of all ages will have occasional toileting accidents, and that this is accepted by staff and dealt with as a normal part of school life.
- It is expected that all children will be sent to school in ordinary pants, not pull-ups or nappies except in exceptional circumstances associated with a child's recognised additional needs.
- It is expected that parents/carers will inform the school prior to the child's entry that they are not toilet trained, agree and sign a personal care plan if required. Such information should include a simple agreement form for parents to sign- outlining who will be responsible, within the school, for changing the child and when and where this will be carried out. This agreement allows the school and the parent to be aware of all the issues surrounding this task right from the outset.
- It is expected that parents/carers will seek the advice of their Health Visitor or the School Nurse for support in toilet training their child if they are not able to manage toileting alone by the time they begin school. Children with recognised additional needs will have the provision of support for toileting included in their personal care plan if necessary.
- It is expected that parents/ carers provide adequate resources for the changing of their child (as agreed in the child's personal care plan). For example, wipes, spare pants or pull-ups, and a change of clothes.

Changing/ toileting procedures

The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for him/herself as he/she can.

At Willen Primary School the disabled toilet area, that contains a changing table and showering facilities will be used whenever possible. Very occasionally accidents in other areas of the school may need to be dealt with on the spot to minimize the risks of infection and on these occasions staff will take all precautions to consider the dignity of the pupil and the safeguarding and hygiene aspects of each situation.

Whilst changing or supporting a child with toileting is required another member of staff should be in the vicinity and should be made aware of the task being undertaken.

Staff will wear disposable gloves and follow good hand washing procedures for themselves and encourage children to do the same.

Children with a personal care plan related to toileting/changing will be encouraged to use the toilet at regular intervals or be checked at regular intervals by staff (dependent on agreement set out in child's individual personal care plan).

Staff will always encourage children to wipe themselves clean independently but if the child is unable to do so the member of staff will ensure that the child is wiped clean. Children and staff will ensure that hands are thoroughly washed afterwards.

Urine and faeces will be cleaned up immediately and disposed of safely. Soiled wipes, nappies and pull-ups will be disposed of using appropriate sanitary nappy disposal bins or by double bagging the waste and removing

Soiled children's clothing will be bagged to go home – staff will not rinse it.

Parents are responsible for providing the school with all necessary resources. These include nappies, wipes and nappy bags.