



Toileting and Contenance Policy

Aim of policy

The school recognises that some children with SEN and other children's home circumstances may result in children arriving at school with under developed toilet training skills. The aim of this policy is to ensure that appropriate provision is made for such children.

This policy also aims to clarify the school's position on toileting needs in children who have no SEN needs and who soil regularly within the school day.

Definition of being toilet trained

"A child is considered to be toilet trained when he or she initiates going to the bathroom and can adjust clothing necessary to urinate or have a bowel movement. He or she is also self-sufficient when going to the toilet, pulling pants up and down, wiping, flushing and washing hands"

SEN and inclusion

If a child is not toilet trained because of a disability his/her rights to inclusion are additionally supported by the SEN & disability act 2001 & part 1V of the Disability Discrimination act 1995.

Pupils who are not toilet trained due to a disability and may be in nappies should have a care plan in place and an identified person who will change them and this can include using wet wipes. Parents can be informed at the end of the day if the child has soiled themselves or phoned if it is felt necessary.

Toileting and the Foundation Phase

Curriculum guidance for the Foundation Phase is clear that the role of the adult involves supporting the child's whole development, particularly their Personal, Social and Emotional development including supporting the transition between settings. One of the Foundation Phase Outcomes for children to achieve by the end of the Early Years is to dress and undress independently and manage their own personal hygiene.

Intimate Care in Key Foundation Phase and Key Stage 2

Foundation Phase - We will change children for odd 'accidents' but not routinely as part of day to day personal care. If a child soils themselves we can help them change out of dirty clothing but will not 'wipe' them clean. If children are unable to clean themselves then a parent will be called to do this.

Key Stage 2 - Any child that soils or wets will not be changed by any member of staff. However, we will provide a private secure room (such as our disabled toilet) where the child may change on their own. We will supply wet wipes, clean clothes (to the best of our ability out of the 'spares box') and a carrier bag. In all cases of wetting/soiling a parent/guardian will be phoned and informed.

Older children

Older children who have an occasional accident and who don't need washing are likely to be able to change themselves without adult supervision. Any soiled clothing will be placed in a sealed plastic bag ready for parents to collect.

Parental responsibility

- **Prior to starting school, prospective parents will be reminded of the school's expectation that pupils should be toilet trained before they start school.**
- It will also include a sharing of this policy during parents' induction meetings in school. If a child is not fully toilet trained before starting school, the parents / carers must inform the school. A meeting will then be arranged prior to a start date being given. The child's needs will be discussed and reasons for the child not being fully toilet trained will be recorded.
- Parents will be required to attend school urgently should a child soil his/herself. Parents should make every effort to come to school to change their child, and should bring a clean set of clothing.
- If parents are persistently unreachable following a soiling incident, a further meeting will be arranged and school may need to access further services such as School Nurses and Social Services.
- It is essential that parents / carers recognise they are responsible for any training / changing routines for their child.
- **School is not responsible for toilet training a child but can support pupils who have an identified medical need.**

Staff responsibilities

Support staff will not be expected to undertake tasks associated with changing children who are incontinent, except under exceptional circumstances, such as when the child is clearly unwell. In the interests of Health & Safety, it is unreasonable for staff to be expected to change a child who regularly soils. School does not have staffing levels to accommodate support staff regularly leaving the class to attend to an individual's hygiene. This ensures we safeguard our staff and comply with Safeguarding procedures. We will treat all incidents where a child soils, with dignity and respect for the child.

Parents should always be informed if a child has wet themselves at the end of the day or via a phone call if it is felt necessary.

Parents should always be informed if a child has soiled via a phonecall.

Reviewed : May 2017

signed: D Ellis (Chair of Governors)
R Hardy (Headteacher)