Toileting Policy & Procedure

Introduction

Kemblawarra Public School Preschool acknowledges that toileting procedures are individualized and culturally appropriate according to child and family needs.

Many diseases are spread by faeces, urine and other body fluids.

Risk and spread of infectious diseases are reduced by safe toileting methods.

Goals - What are we going to do?

Kemblawarra Public School Preschool will minimize the spread and risk of infectious diseases between children and preschool staff, by ensuring toileting is conducted in a safe and hygienic manner way according to recommended guidelines and procedures.

Kemblawarra Public School Preschool may separate children with diarrhoea (except for diarrhoea assessed by a doctor as being due to non-infective causes) from other children until they can be picked up by their family or nominated responsible person. (Seek Teacher advice prior to contacting)

Kemblawarra Public School Preschool may exclude from care, children with infective diarrhoea until their symptoms have ceased.

Kemblawarra Public School Preschool will be aware of the diverse styles of toileting children due to cultural or religious practice (e.g. washing or douching instead of using toilet paper), and ask families to inform the Preschool of any cultural or religious issues of toileting that staff might need to be aware of.

Kemblawarra Public School Preschool will be aware of and accommodate the possible need to maintain privacy of toileting and dressing.
**Kemblawarra Public School Preschool**’s daily routine allows for regular toileting times, children will be able to independently access the toilet and basins at any time of the day.

Parents are requested to supply additional clothing.

**Strategies – how it will be done (Procedures)**

To minimize risks and the spread of infectious diseases that are transmitted by faeces and other body fluids of children, **Kemblawarra Public School Preschool** should,

- Have safe, well maintained, age appropriate toilet facilities, which comply with the Building Code of Australia.
- Provide a toilet facility with rails to accommodate children with additional needs.
- Encourage children to flush the toilet after use and ensure children wash their hands after use. (Hand washing policy)
- Placed soiled clothes in a bag to take home, and keep inaccessible to children.
- Ensure all Preschool staff wash their hands after any contact with faeces, vomit, urine or any other body fluids.
- Disposable materials such as gloves and paper TOWELS/WET WIPES SHOULD BE DISPOSED IN A SEALED PLASTIC BAG and placed in the outdoor bins.

**Use the following guide for cleaning a child after toileting:**

- Put on gloves (single use)
- Use damp paper towels or wet wipes
- Remove each towel after use and dispose in a plastic bag
- Remove gloves and wash hands

Ensure children do not have access to any plastic bags sealed or unsealed.
**Note:**

*Kemblawarra Public School Preschool* staff will interact in a positive manner during toileting procedures and support children to develop their self-help skills in this area.

We believe toileting is a learning time for each child.

*We do not have nappy changing facilities* at *Kemblawarra Public School Preschool* and are unable to accommodate children wearing nappies. However, children with additional needs may wear pull-ups.

Children with additional needs will be supported in their toileting; both parents and staff will share information on the Child’s progress.

It is important for parents and staff to work cooperatively together to support children in their toileting procedures.

For children who are on medication for toileting, parents are required to discuss the appropriate procedures for toileting with their child’s teacher.

*Kemblawarra Public School Preschool* understands children’s needs for privacy during toileting and/or dressing and undressing times and will cater to this if the need arises.

**Links to the National Quality Standards/elements 2.1.2**