



St Raphael's Catholic Primary School  
Early Years Foundation Stage Toileting Policy

### Policy Statement

No child will be excluded from participating in School who may, for any reason, not yet be toilet trained and who may still be wearing nappies or equivalent. To facilitate this, we will:

- Work with parents towards toilet training unless there are medical or other developmental reasons why this may not be appropriate at the time.
- Toilet training is seen as a self-care skill and children will be supported adults to develop this skill.

If children have any medical or SEN issues with regards to toileting then an Intimate Care Plan will be implemented.

### Procedures

- Two members of staff must be present (one member of staff to support the child and one for safeguarding reasons)
- The only members of staff who can be involved in the procedure are:
  1. Stacey McLeod
  2. Ciara Shields
  3. Claire Melville-Terry
  4. Zoe Wells
  5. Lauren Wilson
  6. Lucy Blay

**No other member of staff due to safeguarding are to be involved in this procedure.**

- Staff must wear apron and gloves
- Children will be taken to the toilet area and will be encouraged to change independently
- Staff will encourage children to wipe their own bottoms in a positive and encouraging way
- Nursery staff will help and support the changing of children during in the settling in period. This will be reviewed come the Spring Term.
- If children are completely soiled and cannot be cleaned appropriately then parents will be phoned
- Good hygiene routines are encouraged, regarding toilet flushing, use of toilet paper and hand washing
- If an incident occurs during lunchtime the procedure still need to be followed with two members of staff from the list above.



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**Disseminating and Implementing this Policy**

All staff will be required to read this policy on their induction and to comply with the contents of the policy. The implementation of this policy will be monitored by the SLT. If Incidents of non-compliance do occur, this will be dealt with on a case by case basis through performance management of staff.

**Monitoring this Policy**

This policy will be monitored through a changing register which will be displayed in each toilet area.

**Staff Signatures and Date Signed**

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Headteacher Signature: \_\_\_\_\_

Date: \_\_\_\_\_