

Coppermill Primary School



# Children Not Yet Toilet Trained Policy

Ratified by the C&A Committee on: 16 October 2014

To be reviewed: Every two years

Next review: Autumn 2016

## **Introduction**

The purpose of this policy is to support the school in promoting inclusion and ensuring the wellbeing of children. It offers practical advice as well as clarification of the support and information available.

## **Context**

All three and four year olds are entitled to 15 hours education.

Whilst the majority of children will probably be toilet trained by the age of three some children may take longer to develop control. Some will continue to have 'accidents' up to, and even after, the age of five.

Schools admit children who are still four into the Reception Class. This means that some children are likely not to be fully toilet trained by the time they start school. This may be particularly true for some children with additional physical and/or learning difficulties, social, emotional and behavioural difficulties, or developmental delay.

The school is required to have an Inclusion/SEN Policy which emphasises equality of access and opportunity and which reflects the legal requirements of the Special Educational Needs Code of Practice/SEN Regulations and the Equality Act.

## **Expectations**

### **The School**

- The school expects that most children will be toilet trained by the time they start Nursery
- School staff will change children who accidentally wet or soil themselves, or are sick on the school premises
- Staff will change a child in sight of another adult if possible. If this is not possible, the door to the room where the child is being changed should not be closed
- Appropriate equipment, i.e. latex gloves, plastic liners, wet wipes, waste disposal bags and bins should all be available for staff use, labelled and in a designated place

### **When children with SEND start Nursery/School and they are not yet toilet trained:**

- School staff will normally change children who wet or soil themselves
- The school will ask parent/carers to sign a simple agreement form (Personal Care Plan) which outlines who will normally change their child and where this is likely to happen
- The school will ensure that only staff with DBS clearance change nappies/pull ups
- Where visual prompt/communication cards are used, the school will ensure that parent/carers have the same symbols for use at home
- The school will give feedback to parents/carers and review arrangements when necessary
- The school advises parents/carers to contact their Health Visitor, GP or other relevant professional to discuss toilet training at home

## **The parents/carers**

### **When children with SEND start Nursery/School and they are not yet toilet trained:**

- Their child will be sent to school in pull-ups, not nappies except in very exceptional circumstances associated with a disability
- A Personal Care Plan will be signed
- Parents will provide the school with spare nappies/pull ups and a change of clothing
- Parents will inform the school should the child have any marks/rash
- Parents will consult external agencies (for example the Health Visitor, GP or other relevant professional), if they have concerns after they have considered the following;
  - is the wetting/soiling unusual for the child's age or their stage of development?
  - has the toileting programme been unsuccessful?
  - have you made all the reasonable adjustments and minor alterations you can, to make the child feel more relaxed and confident about using the toilet?

### **Advice on the disposal of nappies, and nappy related waste, i.e. urine and faeces: Health and Safety at Work Act 1974**

- The Health and Safety at Work Act 1974 places a duty on all employers to ensure the health, safety and welfare of their employees
- All settings will have a nominated person responsible for health and safety
- Adequate steps should be taken in line with general duties under the Health and Safety at Work Act for the safe disposal of nappies, nappy waste, etc.
- At present nappy waste can be included in the setting/school's normal rubbish collection, provided it does not make up more than 50% of the ordinary rubbish being disposed of
- Nappies and nappy-related waste should be double bagged, before separate disposal into an identified bin which is out of reach of the children
- Waste should be transferred to an outside dustbin, on a daily basis
- Adequate arrangements should be made for the safe, effective cleaning of changing area(s)



## PERSONAL CARE PLAN

<b>CHILD NAME</b>	
<b>DATE</b>	
<b>Who will change the nappy/pull up if the child wets him/herself?</b>	All members of the reception/nursery team
<b>Where will the child be changed?</b>	In the nursery toilets
<b>What resources will be used?</b>	Staff to wear disposable gloves and aprons while dealing with the incident Spare nappies/pull ups/pants and clothes Hot water and liquid soap available to wash hands as soon as the task has been completed Hot air dryer or paper towels available for drying hands
<b>How will the nappies/pull ups be disposed of?</b>	Soiled nappies to be double wrapped and placed in a hygienic disposal unit
<b>What infection measures are in place?</b>	Changing area to be cleaned after use – cleaning spray
<b>If the child is distressed during toilet training or has a rash, inform the parents</b>	
<b>Parent action at home:</b>	
<b>School action:</b>	
<b>3 month review:</b>	
<b>Parent/Carer's signature:</b>	