



St Luke's C.E. Primary School

EYFS – Personal Care Policy

Langport Avenue
Longsight
Manchester
M12 4NG

This policy is to provide guidance for the toileting needs of children in the EYFS including issues such as toilet training, incontinence and toilet accidents. It may also be useful in dealing with other incidents that may require a child to remove their clothes. These include changes required as a result of water play, messy play, sickness, weather etc.

Toilet training is a parental responsibility and we would hope that children start school feeling confident about going to the toilet independently. However, if they are not toilet trained, we will support parents towards successful toilet training. It is important that there is a positive dialogue between home and school about strategies in use with the child so that these can be reinforced by all adults.

We work with parents towards toilet training unless there is a medical or other developmental reason why this may not be appropriate at the time. We see toilet training as a self-care skill that children have the opportunity to learn with the full support and non-judgemental concern of adults.

The School has an obligation to meet the needs of children with delayed personal development in the same way as we would meet the individual needs of children with delayed language, or any other kind of delayed development.

It is the right of the child to be treated with sensitivity and respect, and in such a way that their experience of personal care is a positive one.

Procedures

Nursery

In Nursery we recognise that children will join us having reached differing levels of independence and development in toileting and self-care:

We would expect children to:

- Know when they need to go to the toilet.
- Be able to remove clothing and position themselves ready to use the toilet.
- Be reasonably effective at cleaning themselves after using the toilet.
- Staff encourage children to go to the toilet and show them how to flush the chain, roll their sleeves up and wash hands before leaving the toilet area
- Children can access the toilets whenever they have the need to and are encouraged to be independent.
- Children are reminded at regular times to go to the toilet- eg before and after lunch, before going out to play.
- Children are changed whenever the need arises, we do not leave children in wet or soiled clothing.
- All staff are familiar with the hygiene procedures and carry them out when changing children.
- Children from 3 years old should wear underwear that they can manage to pull up or down when they need to go to the toilet.
- Gloves are put on before changing a wet child and gloves and an apron are put on before changing a soiled child.
- Teachers/TAs recognise that toileting is a time to promote independence in young children. They avoid pulling faces or making negative comments about toilet contents or the child.

- Soiled clothing is bagged for parents to take home, 'pull-ups' are disposed of hygienically.
- Changing areas/toilets are left clean and ready for the next child.
- Toilets are disinfected and mopped twice a day and staff regularly check that the toilets are flushed and clean for the children to use.

Reception

In Reception we have an expectation that children will –

- Know when they need to go to the toilet.
- Know how to use the toilet for themselves.
- Be reasonably effective at cleaning themselves after using the toilet.
- Children can access the toilets whenever they have the need to and are encouraged to be independent.
- Children are reminded at regular times to go to the toilet- eg before and after lunch, before leaving the building.
- Children are encouraged to wash their hands and have soap and towels/dryer to hand.
- Children are not to be left in soiled or wet pants or clothes as the school has a 'duty of care' towards children's needs.
- All staff are familiar with the hygiene procedures and carry them out when changing children.

However, we recognise that children develop at different rates.

- Some children will be engaged in fully developing this aspect of their self-care when they start school.
- Some children will not have had the practice that they need to use the facilities available: this could include culturally different expectations of self-care.
- Some children may start wetting or soiling themselves after they start school during the settling in period. In these circumstances, the Teacher communicates sensitively with parents to determine if this is a temporary set-back (anxiety, arrival of new sibling, illness).

Advice and Support

Health Visitors have expertise in this area and can support adults to implement toilet training programmes in the home. Health Care Professionals can also carry out a full health assessment in order to rule out any medical cause of continence problem. Parents are more likely to be open about their concerns for their child's learning and development and seek help if they are confident that they and their child is not going to be judged for the child's delayed development.

Sensitivity and Respect

- The child should be spoken to by name and given explanations of what is happening.
- Privacy appropriate to the child's age and situation should be provided.
- The child should be encouraged to care for him/herself as far as possible.
- Items of good quality, appropriately sized spare clothing should be readily available.
- Adults should be aware and responsive to the child's reactions. Some children refuse or are very reluctant for an adult outside of the family to care for them. In these circumstances special arrangements can be made for a family member to be contacted.
- The dignity of the child must be respected and so as much as can be kept confidential between child, school and parent is kept confidential, without in anyway compromising our safeguarding procedures.

Safeguarding Children and Adults

Anyone caring for children has a common law duty of care to act like any prudent parent.

Staff ensure that children are healthy and safe at all times.

- Adults supporting the toileting needs of children are employees of the school and have undergone enhanced DBS checks.
- All staff are aware of the school's protocol and procedures.
- All staff have received appropriate training and will receive support where necessary.
- All toileting incidents must be reported on the day of the accident. The minimum information to be kept is the date and time, the name of the child, the adult(s) in attendance, the nature of the incident, the action taken and any concerns or issues.

- The parents are informed on the same day that the accident has taken place and staff should have the opportunity to raise any concerns or issues.
- Staff do not change children alone. They are either in open view of other staff or assisted by another member of staff.
- Members of staff must ensure that they do not change or clean a child in a room with the door closed.

Health and Safety

In the case of a child accidentally wetting, soiling or being sick whilst on the premises:

- Staff should wear disposable gloves and aprons to deal with the incident.
- We provide baby wipes to clean the child and encourage the child to use them to wash the private parts of their body if necessary.
- Soiled clothing is bagged and tied.
- Hot water and soap should be available to wash hands as soon as the task is completed.

Roles and Responsibilities

Parents and carers are made aware of policies and procedures related to intimate care and all specific instances related to their child. If it becomes evident that a child has an ongoing problem that requires regular intimate care intervention, the school will make arrangements with the parent/carer for the long-term resolution of the problem.

This is likely to include a care plan that involves the parent/carer directly as well as external reference to a Health Care professional.