



Toileting Policy

Our admissions policy states that it is preferred if children are toilet trained prior to their admission to the Pre-school. However, children who are not toilet trained and need to attend wearing nappies/pull-ups can attend the Pre-school after consultation with the Manager on an individual basis.

Procedures

- The child will be changed on a disposable care mat on the floor of the toilet block.
- The responsibility for providing clean nappies, wipes and nappy sacks rests with the parent/carer and they should be sent with the child.
- Only staff that have had a CRB check will be allowed to change the child's nappy.
- The key person will take the lead role in changing the child but all staff will share responsibility for changing the child.
- A written record will be kept within the Pre-school of each occasion a child is changed and which member of staff was involved.
- The Pre-school staff will work with and support the parents/carers to toilet train their child. If the child prefers to use a potty then the parent/carer should bring one to each session the child attends.
- Staff will wear disposable gloves and a disposable apron when changing a child who is soiled.
- All staff are familiar with the hygiene procedures and carry these out when changing nappies etc.
- All staff will ensure that nappy changing etc. is done in a relaxed atmosphere and is a time to promote independence in young children.
- Children who can access the toilet independently will be encouraged to do so.
- Children will be encouraged to wash their hands after using the toilet.

This policy was adopted at a meeting of
Held on
Date to be reviewed
Signed on behalf of the management committee
Name of signatory
Role of signatory (e.g. chair/owner)

Elworth Pre-school Group
..... (date)
..... (date)
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